On the following pages are descriptions of the course offerings of Tacoma Community College. The specific courses to be offered each quarter of 2008-2009 and 2009-2010 will be announced in the class schedules, which are published quarterly.

Courses numbered 1-99 are pre-college level courses designed to develop skills needed for college work and professional/technical courses. They cannot be applied towards certificate or degree requirements.

Courses numbered 100-299 are college-level courses. They meet the requirements of the degrees of Associate in Arts and Sciences, Associate in Business and Associate of Science as well as the Associate in Applied Sciences, the Associate in Technical Arts and Associate in General Studies degrees conferred by TCC. These courses are normally accepted for transfer by four-year colleges and universities in Washington state when they are part of an Associate in Arts and Sciences, Associate in Business or Associate of Science degree. Students who transfer without one of the approved transfer degrees should not take for granted the transferability of all 100-level or 200-level classes since some of them are vocational courses and apply toward the Applied Sciences and Technical Arts degrees only.

Courses numbered 299 are reserved for special projects. Such projects are undertaken by individual students upon arrangement with an instructor and the chair of the division in which the course is offered. Credit granted for courses numbered 299 varies with the individual project.

Normally, one credit is given for one 50-minute period of class per week per quarter for lecture classes. Laboratory sections generally require two hours of class per week per quarter for each credit. Credits earned for successfully completing each course are shown in parentheses following the course titles in this section of the catalog.

For current course offerings, check the quarterly class schedule or consult the appropriate division administrator. Class availability is dependent on adequate enrollment.

Courses at TCC are organized into institutional divisions or categories, each including a related group of subjects. Subject areas and course descriptions in this section of the catalog are listed in alphabetical order for the convenience of readers. Students wishing to learn more about certain courses are urged to talk about those courses with the chair of the division or department through which those courses are offered.

| Accounting                                      | 107 |
| Administration of Law & Justice                | 108 |
| Anthropology                                    | 110 |
| Arabic                                          | 111 |
| Art                                             | 111 |
| Astronomy                                       | 115 |
| Biology                                         | 115 |
| Botany                                          | 117 |
| Bridge Program                                  | 117 |
| Business                                        | 118 |
| Chemistry                                       | 119 |
| Chinese                                         | 120 |
| Communication Studies                           | 120 |
| Computer Science                                | 121 |
| Computer User                                   | 121 |
| Criminal Justice                                | 122 |
| Diagnostic Medical Sonography                   | 123 |
| Economics                                       | 124 |
| Education                                       | 125 |
| Emergency Medical & Health Services             | 125 |
| Engineering                                     | 126 |
| English: Compostion                             | 127 |
| English: Literature                             | 128 |
| English for Academic Purposes (EAP)             | 129 |
| Environmental Science                          | 131 |
| Experiental Learning                            | 132 |
| French                                          | 132 |
| Geography                                       | 133 |
| Geology                                         | 133 |
| German                                          | 134 |
| Health Information Management                   | 134 |
| Health Technology                               | 136 |
| History                                         | 136 |
| Home and Family Life Education                  | 138 |
| Human Development                               | 139 |
| Humanities                                      | 140 |
| Human Services                                  | 140 |
| Information Technology                          | 141 |
| Japanese                                        | 143 |
| Library Science                                 | 144 |
| Logistics                                       | 144 |
| Math Advising Resource Center (MARC)            | 145 |
| Mathematics                                     | 145 |
| Math: Technical                                 | 148 |
| Medical Office                                  | 148 |
| Music                                           | 149 |
| Nursing                                         | 151 |
| Nutrition                                       | 153 |
| Oceanography                                    | 154 |
| Paraeducator, Early Childhood Emphasis          | 154 |
| Paralegal                                       | 156 |
| Pharmacy Technician                             | 157 |
| Philosophy                                      | 158 |
| Physical Education                              | 159 |
| Physical Science                                | 162 |
| Physics                                         | 162 |
| Political Science                               | 163 |
| Psychology                                      | 163 |
| Radiologic Science                              | 164 |
| Reading                                         | 166 |
| Reading Lab                                     | 167 |
| Respiratory Therapy                             | 167 |
| Sociology                                       | 169 |
| Spanish                                         | 170 |
| Study Skills                                    | 171 |
| Supervision and Management                      | 171 |
| Tribal Enterprise & Gaming Management           | 171 |
| World Languages                                 | 172 |
| Writing Center                                  | 172 |
Common Course Numbering

The Washington Community and Technical College system has adopted common course numbers, prefixes and titles for courses that are equivalent at many two-year colleges. These changes go into effect summer quarter 2008. The courses and their descriptions are not changing, just the course number and in some cases the prefix and/or title. There are changes to both common courses and non-common courses. Common courses are identified by having an “&” character at the end of the prefix, for example ENGL& or ANTH&. You can see a complete list of all the changes and more information at www.tacomacc.edu/ccn.

Developmental Courses

There have been some program-wide course changes with broad significance that we alert you to here. The developmental courses have been re-organized for clarity. The changes are summarized in this chart. See English, Reading and Math sections for detailed description of courses and prerequisites.

Developmental English, Reading and Math Transfer Flow Chart

In order to take college transfer courses, the following prerequisites must be fulfilled:

- All TCC students take a placement test in reading, writing, and math. Many students will start beyond basic level classes.

- MATH 90, 97 and 99 are intermediate courses requiring READ 85.

Arrows represent the prerequisites for classes.

For all math courses, a student has met a prerequisite if he/she has completed the required course earning a grade of ‘C-‘ or higher within the last two years.
Accounting

ACCT 110  
Practical Accounting I  (5)  
(Formerly ACCNT-110) Introduces students to basic accounting concepts and procedures, emphasizing sole proprietors. Topics include analysis of business transactions and completion of the accounting cycle, including preparation of financial statements. Students will be introduced to computers. Recommended: Concurrent or prior enrollment in CU-103 or CU-105 and READ-095 level.

ACCT 120  
Accounting for Decision Makers  (5)  
(Formerly ACCNT 120) An accounting class from the user’s perspective, this class will review the accounting cycle with some attention directed toward procedures and techniques. The major emphasis is on the content of accounting reports and the interpretation and possible uses of this information. Prerequisite: ACCT-110 or ACCT&-201.

ACCT 130  
Practical Accounting II  (5)  
(formerly ACCNT 130) A continuation of financial accounting topics, including an introduction to accounting for partnerships. Students will be encouraged to complete assignments using the computer. Prerequisite: ACCT-110 or equivalent with a grade of ‘C’ or higher, or ACCT&-201.

ACCT 145  
Payroll and Business Taxes  (5)  
(Formerly ACCNT-145) Reviews state and federal laws and regulations on payroll computations, deductions and other business taxes. Prerequisite: ACCT-110 or ACCT&-201 or instructor permission.

ACCT 165  
Accounting with Peachtree  (5)  
(Formerly ACCNT-165) Introduction to automated accounting methods using Peachtree. Peachtree is used to examine the complete accounting cycle. Includes analysis, demonstration, exporting, importing and hands-on experience using the general ledger, accounts payable, accounts receivable and payroll modules. Prerequisite: CU-103 or CU-105; ACCT-130 or ACCT&-202 with a grade of ‘C’ or higher.

ACCT 175  
Accounting with QuickBooks  (5)  
(Formerly ACCNT-175) Introduction to automated accounting methods using QuickBooks. QuickBooks is used to examine the complete accounting cycle. Includes analysis, demonstration, exporting, importing and hands-on experience using the general ledger, accounts payable, accounts receivable and payroll modules. Prerequisite: ACCT-110.

ACCT& 201  
Principles of Accounting I  (5)  
(Formerly ACCNT-210) Emphasis is on the development and interpretation of financial statements: the balance sheet, income statement and the statement of owner’s equity. Prerequisite: MATH-099 or equivalent.

ACCT& 202  
Principles of Accounting II  (5)  
(Formerly ACCNT-220) ACCT&-202 is a continuation of ACCT&-201. Introduces accounting for long-term debt and investments. Examines the measuring and reporting of Stockholders’ Equity and consolidated statements. Re-emphasizes the preparation of the Statement of Cash Flows. Introduction to methods used to interpret financial statements. Prerequisite: ACCT&-201 with a ‘C’ or higher.

ACCT& 203  
Principles of Accounting III  (5)  
(Formerly ACCNT-230) Introduction to cost concepts such as cost-volume-profit analysis and the budgeting process. Examines methods to determine product costs of a manufacturing business and the methods employed to control costs, such as the use of the standard cost system. Prerequisite: ACCT&-201 with a ‘C’ or higher.

ACCT 250  
Federal Income Tax  (5)  
(Formerly ACCNT-250) Federal income tax for the layman, accounting student, working accountant/bookkeeper and small business owner, with special emphasis on tax issues affecting individuals.

ACCT 290  
Work Internship  (5)  
(Formerly ACCNT-290) During one quarter of the sophomore year, students can receive college credits for hands-on accounting work experience and training in a private or public sector organization. Prerequisite: Program chair permission.

ACCT 299  
Independent Study & Special Projects  (1-5)  
(Formerly ACCNT-299) Study on an individual basis. Prerequisite: Program chair permission.
Administration of Law & Justice

Also see Criminal Justice (CJ) and Paralegal (ADLJ) sections.

ADJ 101  Criminal Law  (5)
Learn the basic technique that lawyers and judges use to analyze violations and defenses of criminal law. This is an essential course for anyone interested in law enforcement, paralegal training, law school, or anyone who wants insight into how law really works. Washington criminal law used throughout as an example.
Prerequisite: ENGL-095; can be taken concurrently.

ADJ 104  Power, Multiculturalism, and the Law  (5)
This course examines personal biases and prejudices and explores the richness of the diverse communities in Western Washington. Consequences of discrimination when power is focused through the lens of prejudice are discussed. Issues are examined both from the law enforcement and community perspectives.
(multicultural content)
Prerequisite: ENGL-095; can be taken concurrently.

ADJ 105  Ethical Issues in Law Enforcement  (5)
A seminar type course where intensive scenario-based workshops examine some of the most important ethical issues facing law enforcement. Topics within the police subculture and the dynamics of informal power are discussed. Recommended to be taken in conjunction with ADJ-103.
Prerequisite: Assessment of college-level English and reading.

ADJ 106  Skills for Corrections Workers  (8)
The first of two courses developing knowledge and skills necessary for safe and effective service as a Corrections Officer.
Prerequisite: Assessment of college-level English and reading.

ADJ 108  Adv Skills for Corrections Workers  (7)
The second of two courses developing knowledge and skills necessary for safe and effective service as a Corrections Officer.
Prerequisite: ADJ-106.

ADJ 109  Criminal Procedure and Evidence  (5)
The Constitution provides the foundation for rules that govern law enforcement. Learn how to properly prepare a case for trial and how to spot violations. This is an essential course for anyone interested in law enforcement, paralegal training, or law school. Learn what your rights really are.
Prerequisite: Assessment of college-level English and reading.

ADJ 110  Private Investigator Basics  (5)
This course introduces students to the laws that govern private investigators in Washington state. Utilizing media resources and current events to craft scenarios for mock investigations, students evaluate discovery and apply legal knowledge to create case files. Students will prepare to take the state private investigator license exam.
Prerequisite: ENGL-095; can be taken concurrently.

ADJ 111  Introduction to Corrections  (5)
Prerequisite: Assessment of college-level English and reading.

ADJ 112  Community Policing  (5)
Community policing is a systems analysis approach to solving law enforcement challenges. Done well, community policing greatly improves law enforcement’s ability to solve crimes and better serve their communities. Students will practice the S.A.R.A. model of community policing, used by the Washington State Patrol and other law enforcement agencies.
Prerequisite: Assessment of college-level English and reading.

ADJ 113  Juvenile Justice System  (5)
In-depth examination of the magnitude of the juvenile delinquency problem, reviews of theories and philosophies that guide and direct our enforcement agencies, juvenile courts, juvenile corrections and treatment programs.
Prerequisite: Assessment of college-level English and reading.

ADJ 114  Forensics  (5)
Advanced course in the collection of physical evidence. Course focuses on proper evidence collection techniques, methods of analysis, and the legal admissibility of evidence. A close look at the exclusionary rule as it applies to procedural due process of physical evidence will be analyzed.
Prerequisite: Assessment of college-level English and reading.

ADJ 115  Policing  (5)
Policing leadership is a learned trait. Leadership skills will be presented via interacting and engaging with commissioned police officers. Ethnic-based leadership, General X perceptions of leadership, and examples of ineffective leadership traits will be covered. This course will also examine collaborative leadership and involve students in leadership crisis and solution.
Prerequisite: Assessment of college-level English and reading.

ADJ 179  Special Topics  (1-2)
Various short courses, seminars, or special topics will be covered. Topics will be offered based on need and interest to students. Areas covered may include investigations, crime analysis, legal trends, cultural diversity issues, criminal case analysis, or correctional program evaluation. Credit awarded is contingent upon the length of the course. Students may only apply two sections of these courses toward a degree.
Prerequisite: Assessment of college-level English and reading.

ADJ 200  Investigations  (5)
Learn advanced communications techniques taught to FBI special agents and to other federal investigators that, when properly applied, will greatly increase your ability to relate to anyone, negotiate much more effectively, improve your ability to interview (and interrogate), while improving your ability to discern the truth from lies.
Prerequisite: Assessment of college-level English and reading.
ADJ 204  Juvenile Delinquency in America  (3)
This course is designed to offer students an opportunity to grasp and understand definitions and perceptions applicable to the juvenile justice system in current America and study interesting and current themes in juvenile delinquency through a self-paced, independent study format. It is ideal for those students who wish to engage in a meaningful and challenging course with the added benefit of working outside the classroom setting at their own pace.
Prerequisite: ENGL-101.

ADJ 205  Crime and Justice in America  (3)
An opportunity for students to study interesting and current issues in the criminal justice field through a self-paced, independent study format. Ideal for students who live considerable distances from campus or cannot visit the campus on a regular basis because of work, transportation, or conflicting schedules.
Prerequisite: Assessment at college-level English and reading.

ADJ 206  Juvenile Justice: Child Abuse/Neglect  (5)
In-depth examination of the magnitude of child abuse/neglect in our society, review of the history of child abuse laws, the role of the juvenile dependency court & community-based intervention programs and the responsibility of the community in protecting its children.
Prerequisite: Assessment at college-level English and reading.

ADJ 207  Law Enforcement/Criminal Justice Internship I  (5)
The internship program offers students the opportunity to gain valuable experience in the justice field. State and local agencies as well as private institutions and law offices or municipal courts can serve as a field placement. Students must obtain the program chair’s approval.
Prerequisite: Assessment at college-level English and reading and program chair’s permission.

ADJ 208  Internship in Criminal Justice II  (5)
The internship program offers students the opportunity to gain valuable experience in the justice field. State and local agencies as well as private institutions and law offices or municipal courts can serve as a field placement. Students must obtain the program chair’s approval.
Prerequisite: Instructor permission and satisfactory completion of ADJ-207.

ADJ 209  De-escalation Techniques  (2)
Students will have the opportunity to develop the verbal skills to de-escalate hostile encounters by working with an experienced negotiator. While the scenarios used in this course are based on typical law enforcement situations, the skills taught would benefit anyone who needs to defuse hostility.
Prerequisite: ENGL 101 readiness.

ADJ 210  The Art of Investigating  (5)
Along with the skills developed in P.I. Basics, Criminal Law, Procedure & Evidence, and Investigations; students will enhance their ability to conduct a complex criminal investigation from both the defense and the law enforcement perspective. Additional topics will include managing psychological trauma, vehicle accident investigation, and medical terminology.

ADJ 211  Police in America  (5)
Historical development, roles, socialization and problems of police work will be covered. Contemporary police agencies will be compared and their effectiveness evaluated. Issues involving community-oriented policing, police training, abuse of authority, police discretion, and recruitment will also be examined. This course will incorporate numerous activities such as interviewing, hostage negotiations, violator contracts, arrests, report writing and conflict resolution.

ADJ 212  Law Enforcement Communication Skills  (3)
This is an advanced course in analyzing and properly documenting potentially useful confessional/verbal evidence. Students will practice observation, interviewing and report writing skills. Recommended to be taken concurrently with ADJ 209.
Prerequisite: Assessment at college-level English and reading.

ADJ 213  Prevention and Control of Delinquency  (5)
Survey of juvenile justice programs will be covered to include the history of juvenile delinquency, theories of juvenile delinquency, its social context, the youthful subculture, institutional responses, and public policy. Emphasis will be on an analysis of delinquency programs - their successes and failures. Discussion on current police tactics will also be covered.
Prerequisite: Assessment at college-level English and reading.

ADJ 240  Parole and Probation  (5)
This course covers the history and legal foundations of probation, sentencing and the decision to grant probation, administration of probation services, supervision of probation and parole, and its revocation. The history of parole, parole board and selection, effectiveness of parole and probation will also be examined.
Prerequisite: Assessment at college-level English and reading.

ADJ 299  Special Projects  (5)
This special projects course will cover a variety of topics of contemporary interest relating to justice and legal fields of study. Students may elect to take one ADJ 299 course in their concentration area of study. Special projects could include individual projects approved by the instructor or a standard lecture format of study.
ANTH& 100 Survey of Anthropology (5)
(Formerly ANTHR-100) A survey of the subfields of physical anthropology, archaeology, anthropological linguistics and sociocultural anthropology through the examination of selected problems in human biological and cultural evolution. An introduction to the discipline of anthropology that asks what it means to be human. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 204 Archaeology (5)
(Formerly ANTHR-205) Introduction to the study of the prehistory of humankind as revealed by material remains. Covers excavation techniques, analyzing and dating artifacts, and a survey of world prehistory from the beginning of culture to the appearance of writing.
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 205 Biological Anthropology (5)
(Formerly ANTHR-201) Study of the origins and adaptations of the human species. An examination of the fossil record and living populations of monkeys, apes, and humans.
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 206 Cultural Anthropology (5)
(Formerly ANTHR-202) An analysis of the social and cultural variation of humankind. Comparison of how various western and non-western peoples live. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 207 Linguistic Anthropology (5)
(Formerly ANTHR-203) Introduction to linguistic methods and theories used within anthropology. Topics include the structure of language, anatomy and evolution of language, the relationship between language and culture, the study of language variation and of language change. The linguistic database in the course is both historical and cross-cultural. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 208 Ethnographies of American Cultures (5)
(Formerly ANTHR-207) This course focuses on the diversity of cultural perspectives within the United States. In-depth examinations of two or more cultures will include exploring the ways in which people from minority cultural perspectives cope with some of the central ideals and expectations of the dominant culture. (multicultural content)
Prerequisite: Completion of ANTH&-100, 206, 207, 210, SO& 101 or instructor permission.

ANTH& 209 Indians of North America (5)
(Formerly ANTHR-210) An examination of the diversity of cultures among the Indians of North America, this course is an ethnographic survey of Native American societies before European contact and includes discussion of contemporary issues. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

ANTH& 210 Ethnographies of American Cultures (5)
(Formerly ANTHR-208) An introduction to the comparative study of human and other mammalian skeletons as used for identification in forensic and biological anthropology. The course explores various methods of identifying human skeletons (from others) including bone form, age, sex, and state at death. Other topics include dental analyses, bone formation, and preservation.
Prerequisite: Recommended ANTH&-205 or BIOL&-100 or BIOL-118

ANTH& 245 Primatology (5)
(Formerly ANTHR-270) Examines the origins and evolutionary trends of primates, from modern relationships to growth, development, and behavioral adaptations. Course also covers primate ecology and conservation. Uses lectures, multimedia, and readings to compare and contrast the major groups of non-human primates and consider their relationships to humans. Course will provide perspective on the status of endangered species with whom we may share a future as well as a past. Field trips included.
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher, or assessment at college-level reading and writing. Recommend ANTH&-205 or BIOL&-100.

ANTH 299 Independent Study (1-3)
A variable credit (1-3) course based on independent study contracted between an instructor and a student. The emphasis will be a research related project which will provide an opportunity for students to pursue in-depth in an area previously or concurrently covered in a college-level course.
Prerequisite: ANTH&-100 with a ‘B+’ or higher. Instructor permission required and a written contract between the instructor, student and instructional administrator, describing the nature and method of the independent study.
**Arabic**

**ARAB 121 Arabic I (5)**
The first year of the beginning Arabic language sequence of 121, 122, and 123. ARAB-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*

Prerequisite: Completion of ENGL-095 and READ-095 with a 'C' or higher or assessment at college-level reading and writing.

**ARAB 122 Arabic II (5)**
ARAB-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in ARAB-121. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*

Prerequisite: ARAB-121 with a grade of ‘C’ or higher or instructor permission.

**ARAB 123 Arabic III (5)**
ARAB-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in ARAB-122. The basic tenets of communication including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*

Prerequisite: ARAB-122 with a grade of ‘C’ or higher or instructor permission.

**Art**

The following courses are designed for students who wish to explore one or more areas of art. They are beginning studio courses and have no prerequisites. Note: Five credits of studio courses may be used as distribution credit for the A.A.S. degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Art Basics</td>
<td>5</td>
</tr>
<tr>
<td>ART 102</td>
<td>Two-Dimensional Design</td>
<td>5</td>
</tr>
<tr>
<td>ART 103</td>
<td>Three-Dimensional Design</td>
<td>5</td>
</tr>
<tr>
<td>ART 105</td>
<td>Beginning Drawing</td>
<td>5</td>
</tr>
<tr>
<td>ART 131</td>
<td>Beginning Ceramics</td>
<td>5</td>
</tr>
<tr>
<td>ART 140</td>
<td>Beginning Photography</td>
<td>5</td>
</tr>
<tr>
<td>ART 150</td>
<td>Beginning Printmaking</td>
<td>5</td>
</tr>
<tr>
<td>ART 156</td>
<td>Beginning Painting</td>
<td>5</td>
</tr>
<tr>
<td>ART 172</td>
<td>Beginning Sculpture</td>
<td>5</td>
</tr>
</tbody>
</table>

The following are lecture-oriented courses recommended for Humanities distribution requirements. They have no prerequisites.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART&amp; 100</td>
<td>Art Appreciation</td>
<td>5</td>
</tr>
<tr>
<td>ART 201</td>
<td>History of Western Art: Ancient</td>
<td>5</td>
</tr>
<tr>
<td>ART 202</td>
<td>History of Western Art: Medieval and Renaissance</td>
<td>5</td>
</tr>
<tr>
<td>ART 203</td>
<td>History of Western Art: Baroque through Modern</td>
<td>5</td>
</tr>
</tbody>
</table>

Students who are interested in an art-related vocation should initially concentrate on basic design and drawing courses (ART 102, 103, 105). These form the foundation for the advanced art courses offered at TCC. Some of the courses listed in the catalog are offered on a limited basis once a year, every other year, etc. Contact the Art Department for help in planning your program. Students who plan to transfer should check the requirements of the college or university of their choice.

In painting, drawing and sculpture courses, the human form is a subject of study. The human model, sometimes in the nude, may be incorporated into these studies. Any student enrolled in one of these courses who may object, for whatever reason, to study of the nude model may arrange for optional studies with the instructor of that course.

The college reserves the right to temporarily retain for exhibit or photographing any student work submitted for credit.

**ART& 100 Art Appreciation (5)** *(Formerly ART-100)* An introduction to understanding and appreciating the visual arts (fine arts, crafts, architecture, and new media) from a global perspective. Designed for non-art majors. A variety of learning approaches include lectures, slides, videos, guest artists, field trips, demonstrations, and hands-on participation. Satisfies five credits for Humanities distribution requirement. *(multicultural content)*

**ART 101 Art Basics (5)**
Introduction to materials and techniques including drawing, painting, printmaking and design. Projects are designed for students with limited experience in art. Recommended for beginners. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.

**ART 102 Two-Dimensional Design (5)**
The organization of visual elements (line, shape, texture, color) as applied in a variety of two-dimensional design media. Recommend prior to Graphic Design, Drawing and Painting classes. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits. The online version of this class uses graphic software to complete projects.

**ART 103 Three-Dimensional Design (5)**
Using a series of progressive projects, students will learn the basic elements and principles of design and apply them to three-dimensional space. Organization of visual design elements will be applied to a variety of construction processes to create aesthetically pleasing sculptural designs.

**ART 105 Beginning Drawing (5)**
Foundation in drawing from observation. Emphasis on composition, perspective, and form through various drawing techniques and media. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.
ART 106** Advanced Drawing (5)**
Further development of drawing skills with emphasis on composition, new media, and visual communication concepts. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.
Prerequisite: ART-105.

ART 110** Beginning Graphic Design (5)**
An introduction to a visual structure concept using two-dimensional design. The beginning course will cover composition, color theory, typography and layout. Computer technology will be used to explore the use of these design elements as required for specific projects with traditional methods to communicate the practical design form.

ART 111** Intermediate Graphic Design (5)**
An intermediate course furthering understanding of visual structure using concepts of two-dimensional design. This course will cover intermediate concepts in composition, color theory, typography and layout. Computer technology will be used to create a design elements as required for specific projects with traditional methods to communicate the design form.

ART 117** Beginning Jewelry: Fabrication & Casting (5)**
Basic forming of jewelry with sheet metal using techniques of piercing, filing, sawing, soldering, and polishing, as well as, bezel settings of round cut stones within in enclosed metal mounts. Basic metal casting and principles for mounting irregular shaped stones will also be covered.
Prerequisite: ART-102, ART-103, ART-105.

ART 119** Enameling on Copper (3)**
Introduction to basic techniques, materials, tools, and applications of enameling on copper.

ART 131** Beginning Ceramics (5)**
Introduction to creating ceramic forms using hand-building and wheel-throwing techniques. Student will learn the basic forming methods employed in making ceramic forms, and basic glazing and decorating techniques will be covered. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.

ART 132** Intermediate Ceramics 1 (5)**
Introduction to creating ceramic forms using hand-building and wheel-throwing techniques. Student will learn the basic forming methods employed in making ceramic forms, and basic glazing and decorating techniques will be covered. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.
Prerequisite: ART-131 or instructor permission.

ART 133** Intermediate Ceramics 2 (5)**
Further development of ceramic techniques: hand-built and/or wheel-thrown forming techniques, more advanced glazing and decorative techniques. Theory and practice in kiln loading and firing will be covered as part of ART-133.
Prerequisite: ART-132 and ART-102 (or 103 or 105) or instructor permission. ART-102, 103, and 105 recommended for all studio concentrations.

ART 146** Beginning Photography (5)**
Basic black & white photography. Includes 35mm camera operation, film developing, and printing. Attention to the creative process from the conception of the idea to the completion of the image, as well as, the aesthetics of composition, lighting, and presentation. Assigned projects provide ample range for personal expression while being devoted to exploring photographic processes.

ART 147** Introduction to Digital Photography (5)**
This course is designed to introduce students to the use of digital and/or film cameras, and the use of computers to make prints of images from their cameras. Students need a digital camera, or film camera (35mm or medium format) capable of being operated in a manual exposure mode.
Prerequisite: ART-102, ART-103, ART-105.

ART 150** Beginning Printmaking (5)**
Studies in traditional print techniques and processes including relief, etching, and lithographic methods. Historical and contemporary print developments serve as background material for technical application. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of five credits.

ART 151** Advanced Printmaking (5)**
Expanding basic procedures learned in ART-150 with emphasis on materials, color, and technique. A continuing study of historical and cultural roles of printmaking with attention to individual artistic contributions.
Prerequisite: ART-150.

ART 156** Beginning Painting (5)**
Introductory course exploring the principles of representational painting, compositional aesthetics, and painting techniques. Lectures include introductions to new projects with examples of student work and art historical references. Demonstrations cover composition, perspective, color theory, and technique. Satisfies humanities distribution requirement for AAS degree under performance/skills category. Maximum of 5 credits.

ART 157** Intermediate Painting (5)**
Further investigation of painting techniques, color, and composition in representation painting with an emphasis on visual communication. Content will be explored through a series of assignments which expand on visual concepts and self-expression.
Prerequisite: ART-156.

ART 158** Advanced Painting (5)**
Further investigation of painting techniques, color, and composition in presentation painting with an emphasis on visual communication. Content will be explored through a series of assignments which expand on visual concepts and self-expression.
Prerequisite: ART-157.

ART 161** Life Studies: Figure Drawing (2)**
Drawing from the posed model, clothed and nude. Emphasis is on expressive composition, accurate proportion/foreshortening, and investigation of a variety of drawing media.

ART 172** Beginning Sculpture (5)**
A diversity of materials and technical processes to develop the sculptural form, such as: assemblage, modeling, carving, casting, and fabrication will be examined. Emphasis will focus on developing technical skills and conceptual themes. Assigned projects will enable students to develop fabrication techniques and to learn the use of materials in the making of sculpture.
ART 173  Intermediate Sculpture  (5)
A diversity of materials and technical processes to develop the sculptural form, such as: assemblage, modeling, carving, casting, and fabrication will be examined. Emphasis will focus on developing conceptual themes. Assigned projects will enable students to develop fabrication techniques and to learn the use of materials in the making of sculpture. Further experience in sculpture design, materials, techniques, tools and approaches. Prerequisite: ART-172 for 173; 173 and 103 or 105 for 174. ART-102, 103, and 105 recommended for all studio concentrations.

ART 174  Intermediate Sculpture  (5)
Further experience in sculpture design, materials, techniques, tools and approaches. Prerequisite: ART-172 for 173; 173 and 103 or 105 for 174. ART-102, 103, and 105 recommended for all studio concentrations.

ART 180  Art for Elementary Education  (5)
The course is designed for prospective K-6 educators as a lecture/workshop structured to provide students an opportunity to explore materials and techniques suitable for classroom use. Imaginative art experiences and the nature of creativity are stressed and linked to other disciplines. Includes planning and assessment components directed at art education.

ART 199  Gallery Viewing Lab  (1)
Recommended concurrent enrollment with all art classes and HUM&-101, 116, 117, 118. ART-199 supplements the above courses and is designed as a viewing lab where students can develop their visual vocabulary, sharpen their critical thinking skills, and apply the concepts taught in Art and Humanities classes. Students will visit local galleries and museums and attend or view lectures and write a series of short reports. May be taken a total of three times. Graded S/U.

Note: This class is a self-paced laboratory course. Course packet materials are available in the TCC Bookstore. Two meetings with instructor are required: Meeting #1 in the first two weeks of the quarter; Meeting #2 at mid-quarter. These meetings are required and part of the final grade. Call 253.460.4306 with any questions.

ART 201  History of Western Art: Ancient  (5)
An introductory survey of Western art’s foundation and early development. Art and architecture are covered from prehistoric times through the ancient Middle East, Egyptian, Aegean, Greek, Etruscan, Roman, early Christian, and Byzantine periods. Emphasis is given to historical and cultural contexts. Satisfies humanities distribution requirement for AAS degree.
Prerequisite: Assessment at college-level reading or completion of READ-095 with a ‘C’ or higher.

ART 202  History of Western Art:
Medieval and Renaissance  (5)
An introductory survey of the Western art from approximately 400-1600 AD. From the late antique world’s legacy, painting, sculpture, architecture, and crafts are covered from Germanic and Celtic tribes through the Carolingians and Medieval Romanesque and Gothic periods, on to Italian and Northern Renaissance art, and ending with the Mannerists.
Prerequisite: Assessment at college-level reading or completion of READ-095 with a ‘C’ or higher.

ART 203  History of Western Art:
Baroque through Modern  (5)
An overview of the influences on, and development of Western art, architecture, and craft from 1600 AD to the present. Follows Baroque and Rococo through the French Revolution to the emergence of Neoclassicism, Romanticism, Realism, Impressionism, and Post-Impressionism. Twentieth-century and later art is studied in the context of global diversity.
Prerequisite: Assessment at college-level reading or completion of READ-095 with a ‘C’ or higher.

ART 205  Color and Design  (5)
Exploration of color theory for advanced studies in two-dimensional media. Emphasis will be on analysis in regard to color perception, color relationships, and the use of color in historical art works.
Prerequisite: ART-102.

ART 217  Jewelry: Construction  (2)
Bezel setting: setting a round-cut stone within an enclosed metal mounting.

ART 218  Jewelry: Casting  (2)
Free-form mountings (other than bezel and prong settings) of stones, pearls, etc. in cast jewelry forms.

ART 223  Low-fire Ceramics  (5)
Students will explore the possibilities available in low-fire ceramics. Traditional forms such as Majolica and burnished earthenware will be used as well as nontraditional styles. The ART 230 series is taught as a series of ceramic design courses offering experience in both hand-building and throwing on the wheel in a sequence of increasing involvement and difficulty.
Prerequisite: ART-133 and ART-102 (or 103 or 105) or instructor permission.

ART 223  Low Fire Ceramics  (5)
Course work will concentrate on the alteration of forms and the various techniques for surface textures. The student should be competent in the ability to make basic shapes to use on the techniques assigned. The ART-230 series is taught as a series of ceramic design courses offering experience in both hand-building and throwing on the wheel in a sequence of increasing involvement and difficulty.
Prerequisite: ART-133 and ART-102 (or 103 or 105) or instructor permission.

ART 224  Intermediate Photography  (5)
Second quarter of black & white photography with emphasis on seeing, composition, presentation and advanced techniques. Refinements of camera and metering operation, development and printing techniques, darkroom manipulation, toning, coloring and alternative processes. Students must have an adjustable 35mm SLR camera and must provide film, printing paper and other supplies.
Prerequisite: ART-146 or instructor permission.
ART-102, 103, and 105 recommended for all studio concentrations.
ART 247 Intermediate Digital Photography (5)
This course will provide students intermediate instruction in the use of digital and/or film cameras, and the use of computers to make prints of images from their images. Students need a digital camera or film camera (35mm or medium format) capable of being operated in a manual exposure mode.
Prerequisite: Completion of ART 147 with a grade of ‘C’ or higher.

ART 258 Watercolor (5)
Development and broadening of technical skills and knowledge regarding watercolor technique and materials. Watercolor media is used for exploring color theory, composition and experimental techniques. Emphasis is on working from life. Class will regularly meet on location (off campus) to paint.

ART 259 Advanced Watercolor (5)
Further development and broadening of technical skills and knowledge regarding watercolor technique and materials. Watercolor media is used for exploring color theory, composition, and experimental techniques. Emphasis is on working from life. Class will regularly meet on location (off campus) to paint.

ART 272 Sculpture: Modeling and Casting (5)
Basic experience in direct modeling, assemblage and found objects and mold construction of these objects. Various traditional and non-traditional casting mediums will be explored. Developing conceptual themes for your art, as well as, learning technical skills and processes will be emphasized.
Prerequisite: ART-103 and ART 172 or 173.

ART 273 Sculpture: Carving (5)
Introduction to power tools, hand tools, techniques, and materials used in the carving of wood, stone, plaster and cement to create sculptural forms. Design and craftsmanship will be emphasized.
Prerequisite: ART-174. ART 102, 103, and 105 recommended for all studio concentrations.

ART 274 Sculpture: Fabrication Techniques (5)
Introduction to building abstract sculptural forms through the use of a variety of materials, techniques and fabrication processes. Joinery, assemblage, welding and other processes where materials are joined will be covered. Emphasis will focus on technical skills and developing conceptual themes for your projects.
Prerequisite: ART-174. ART-102, 103, and 105 are recommended for all studio concentrations.

ART 275 Sculpture: Bronze Casting (5)
Emphasis on pattern fabrication, wax manipulation, model and mold making, and foundry procedures for casting metals through piece-molds and the lost-wax method. Projects will help develop expressive conceptual themes while examining certain technical foundry processes.
Prerequisite: ART-174 and ART-103 or 105.

ART 296 Special Projects in Art (2)
This course involves special group efforts which grow out of departmental need or artistic opportunity. The course will be offered as each project is identified. The number of participants would be limited by the nature of the project, and involvement would be subject to the applicant’s background coursework and the instructor’s approval.
Prerequisite: Instructor permission.

ART 297 Folio Preparation (1)
Students will prepare a portfolio for application to a transfer institution. Students will be advised regarding their selections of samples, revisions and skill areas that need further attention. Students will learn to photograph samples, mat and frame appropriate pieces, develop directed projects to improve the overall quality and finalize a professional portfolio.
Prerequisite: Students must claim their intent to major in art and must have completed two of the three following courses: ART-102, 103, or 105. Instructor permission required.

ART 299 Special Problems in Art (5)
These courses are an extension of existing course sequences and are subject to the same fees as the individual courses within the sequence chosen. All 299 classes require permission of the instructor.
Prerequisite: Prerequisite to registration for any 299 class is the satisfactory completion of the entire course sequence offered by the department in that particular medium. Example: 299C, Advanced Problems in Drawing, has a prerequisite of ART-105 and 106 or instructor permission.

299A Ceramics
299B Design
299C Drawing
299D Figure Drawing
299E Painting
299F Photography
299G Printmaking
299H Sculpture
299I Watercolor
299J Digital Photography
299L Graphic Design
Students interested in majoring in biology or related disciplines should consider pursuing an Associate of Science degree with a Biology Specialization. Biology advisors are available for assistance in establishing a degree plan.

Students seeking courses for general interest or natural sciences distribution requirements should consider the following non-major courses:


**BIOL 100  Survey of Biology  (5)**
(Formerly BIOL-100) A one-quarter introduction to biological principles for non-majors or students starting in life sciences. Topics include: diversity of life; basic cellular anatomy and biochemical processes; evolution and genetics; ecology and environmental issues; and an overview of human anatomy/physiology. Laboratory included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**BIOL 105  Fossils and the History of Life  (5)**
Introduction to the geological and biological processes and events that generated the amazing record of life on earth. Topics include plate tectonics, rocks, fossilization processes, principles of evolution, and a survey of the history of life. Includes lab, which focuses on studying rock and fossil specimens and involves field trips. This course is the same as GEOL-108. Students may receive credit for either BIOL-105 or GEOL-108, but not both.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**BIOL 107  Milestones in Biology  (5)**
Alternative to BIOL&-100. Principles of biology are introduced using an historical, experimental approach. Emphasis is on milestone experiments that have contributed to our understanding of processes fundamental to life on earth. Topics include: biodiversity, basic cellular anatomy, biochemical processes, evolution, genetics, and the biology of disease. Laboratory included. BIOL-107 is equivalent to BIOL&-100 and satisfies the biology prerequisite for all 200 level biology courses.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**BIOL 108  Northwest Plants and Animals  (5)**
A general overview of natural history with field and lab work focusing on identification, adaptations, and interactions among conspicuous Pacific Northwest species. Some weekend field trips required. Laboratory included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**BIOL 140  Marine Biology  (5)**
Introductory marine biology designed for non-majors. Learn how marine organisms are categorized, about their habitats, how they survive, their ecological relationships, and environmental concerns. Many field trips during class and one weekend day.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**BIOL& 160  General Cell Biology  (5)**
An introductory cell biology course for students preparing for health professions. Major concepts of cell biology will be introduced, including the chemistry of life, the structure, reproduction, and metabolism of cells, genetics, and evolutionary biology. Lab included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.
BIOL& 170 Human Biology (5)
A one-quarter non-lab course in human anatomy and physiology. This course offers a broad overview of the human body for the non-science major. It covers aspects of basic chemistry and cell biology and then outlines the major systems of the human body. Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

BIOL& 175 Human Biology with Lab (5)
(Formerly BIOL-118) This course is a one-quarter class of human anatomy and physiology. This course offers a brief overview of the human body for the non-science major. It covers some basics of chemistry and cells and then outlines all the major systems of the human body. Laboratory included. Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

BIOL 179 Special Topics in Biology (2)
Specific biological topics will be explored using a variety of methods which may include seminars, lectures, research projects, presentations, field work, and all-day or overnight field trips depending on the quarter offered. Example topics for any one quarter may include science and metaphysics, pathology, animal behavior, etc.

BIOL& 221 Intro. to Evolution, Ecology & Biodiversity (5)
(Formerly BIOL-210) Introduction to the evolutionary and ecological processes involved in the generation of our planet’s biodiversity, including review of patterns and processes that influence the origin, evolution, distribution and abundance of living things. One of a three quarter sequence (BIOL& 221, 222, 223) designed for science majors. Laboratory included. Prerequisite: BIOL&-100 or BIOL& 160 and CHEM&-161 or their equivalents.

BIOL& 222 Intro. to Cellular & Molecular Biology (5)
(Formerly BIOL-211) Introduction to the structures and functions of biological molecules; anatomy of prokaryotic and eukaryotic cells; cell metabolism and metabolic diversity; molecular genetics and genomics. Laboratory included. Prerequisite: BIOL&-100 or BIOL& 160 and CHEM&-161.

BIOL& 223 Intro. to the Biology of Organisms (5)
(Formerly BIOL-212) Introduction to the structures and functions of eukaryotic organisms with particular attention to animal and plant anatomy, physiology, and development. Laboratory included. NOTE: The biology majors’ sequence may be taken either as BIOL 221, 222 and 223 or as BIOL& 221, 222 and 223. Prerequisite: BIOL&-222 and CHEM&-162.

BIOL& 241 Human Anatomy and Physiology 1 (6)
(Formerly BIOL-220) The first of a two-quarter sequence of human anatomy and physiology. The course covers basic molecular and cell biology, histology, the integumentary system, the skeletal system, the muscular system, the nervous system and the special senses. Laboratory sessions include the study of microscopy, histology, anatomical models, preserved bones and human cadavers. Prerequisite: CHEM&-110 with a grade of ‘C’ or higher and BIOL&-100 or BIOL& 160 or equivalent with a grade of ‘C’ or higher.

BIOL& 242 Human Anatomy & Physiology 2 (6)
(Formerly BIOL-221) The second of a two-quarter sequence of human anatomy and physiology. The course will examine the endocrine system, blood, the cardiovascular system, the lymphatic system, the immune system, the respiratory system, the digestive system, the urinary system, and the reproductive system. Laboratory sessions include the study of histology, anatomical models, and the human cadaver. Prerequisite: BIOL&-241 with a grade of ‘C’ or higher.

BIOL& 251 Human Anatomy & Physiology 1 (5)
(Formerly BIOL-240) This course focuses on the fundamental biochemical structure and processes associated with most cells of the body. This includes membrane structure and molecular dynamics, especially membrane proteins and lipids. Muscle contraction, and bioelectric signal transmission and transduction are covered. The biochemistry of cellular energetics (cell respiration) is thoroughly covered as well. Laboratory focus is on the gross and microscopic anatomy (histology) of the skeletal and muscular systems using models, human cadavers, and microscopes. Prerequisite: CHEM&-121 (CHEM&-131 and BIOL&-100 highly recommended).

BIOL& 252 Human Anatomy and Physiology II (5)
(Formerly BIOL-241) BIOL&-252 is a continuation of BIOL&-251 and includes studies of the gross and microscopic anatomy and physiology of the nervous, endocrine, circulatory, and lymphatic systems. The lectures will focus primarily on the physiology of the systems, and the lab will support the lectures with anatomical studies using lab models, human cadavers, microscopic studies (histology) and physiology exercises. Prerequisite: BIOL&-251 or the complete first quarter of a college-level human anatomy and physiology, or the first semester of college-level human anatomy and physiology.

BIOL& 253 Human Anatomy and Physiology III (5)
(Formerly BIOL-242) BIOL&-253 is a continuation of BIOL&-252 that includes studies of the anatomy and physiology of the immune, digestive, respiratory, urinary, and reproductive systems. The lectures will focus primarily on the physiology of the systems. The lab will support the lectures with gross and microscopic (histology) anatomical studies using lab models, human cadavers, microscopes, and physiology exercises. Prerequisite: BIOL&-252.

BIOL& 260 General Microbiology (5)
(Formerly BIOL-201) Biological characteristics and metabolic activities of microorganisms, with an emphasis on bacteria and viruses. Includes consideration of microbial ecology as well as the relationship of microorganisms to disease. Laboratory included. Prerequisite: BIOL&-100 or BIOL& 160 and CHEM&-121; CHEM&-131 recommended.

BIOL 280 Human Cadaver Prosection (2)
(Formerly BIOL-260) This is a two-credit laboratory dissection course. Students will dissect a human cadaver to include removal of skin and superficial fascia, isolation of selected muscles, and opening of thoracic and abdomino-pelvic cavities. Students will also participate in the annual Surgical Demonstration event and present selected surgical procedures to the public. Prerequisite: BIOL&-241 or BIOL&-252 (minimum grade ‘C’) or BIOL&-175 (minimum grade ‘B’+) and instructor permission.

BIOL 294 Field Studies (1-5)
Study of selected topics in biology primarily through field study, discussions, and readings.
Botany

BOT 101 General Botany (5)
Presents basic concepts of plant biology to non-science majors including plant characteristics, biodiversity, growth, reproduction, and ecology. Students discuss current topics in agriculture, horticulture, medicine, ethnobotany, biotechnology, ecology, conservation, and environmental issues. Labs include lab experiments, greenhouse projects, field trips, and habitat restoration work in the TCC Nature Area. Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

BOT 179 Special Topics in Botany (2)
Specific environmental topics will be explored using a variety of methods which may include seminars, lectures, research projects, presentations, field work, and all-day or overnight field trips depending on the quarter offered. Example topics for any one quarter may include food plants, gardening techniques, plant taxonomy, etc.

BOT 250 Field Botany (4)
A field course in taxonomic botany to learn classification and to develop an appreciation of the variety of plants commonly found in the Northwest. Classroom work will include the study of plant structure and morphology and the use of a taxonomic key. Plants will be classified and identified in the field. Prerequisite: BIOL-100 or equivalent.

Bridge Program

IDS 101 Lyceum I (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year.

IDS 102 Lyceum II (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year.

IDS 103 Lyceum III (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year.

IDS 201 Lyceum I (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year. Prerequisite: Must be admitted/coded as a member of the Bridge Program.

IDS 202 Lyceum II (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year.

IDS 203 Lyceum III (4)
Lyceum, in which the entire campus gathers to participate in a lecture or presentation, is an important part of the TCC Bridge/Evergreen experience. Through the seminar that follows, students integrate diverse perspectives and analyze material in ways that add to their understanding of themselves and of the world around them. Students participate in a variety of community service projects. Themes vary from year to year.
BUS 101  Introduction to Business  (5)  
(Formerly BUS-101) For both business and non-business majors. Dynamics and complexities of the competitive business world are explored through the study of topics including economic systems, forms of business ownership, social responsibility and ethics, entrepreneurship, marketing, management, organizational design, finance, banking, and securities markets.

BUS 102  Customer Service  (2)  
Students learn to be proactive in demonstrating quality verbal and non-verbal customer service in workplace situations with co-workers, customers, clients, or patients. Students are provided techniques to build teams, soothe dissatisfied customers, patients or colleagues, answer telephones and think with the end in mind.

BUS 103  Customer Service and Sales  (3)  
This course is designed to help students progress from learning about themselves to learning about how to relate to customers in a sales environment. Skills in money handling and computing sales discounts based on fractions and percents. Students will participate in field experience activities, identify potential career paths and develop a portfolio.

Prerequisite: Concurrent or prior enrollment in BUS-102.

BUS 110  Business Math  (5)  
A review of basic math and its application to business problems. Topics include bank reconciliation, discounts, taxes, installment buying, payroll, insurance, depreciation, and interest. Electronic calculators are used to solve problems. Ten-key skills emphasized.

Prerequisite: MATH-075; MATH-085 strongly recommended because BUS-110 uses basic algebraic formulas.

BUS 115  General Office Procedures  (3)  
A general course for the prospective office worker. Topics will include, but not be limited to: working effectively with others; work ethic; using a reference manual; practicing time management techniques; and reviewing grammar, math, filing, roofreading, and Microsoft Word.

BUS 116  Records & Information Management  (2)  
Records and Information Management (RIM) is becoming increasingly more than just an office skill but also a major career field. This course covers the principles of alphabetic, geographic, numeric and subject filing systems using manual and electronic records storage. It additionally covers the management of both non-electronic and electronic information.

Prerequisite: READ-085 and knowledge of Windows.

BUS 163  Management Principles and Organizational Systems  (5)  
Basic theory and common terms of management. Course examines what management is, who managers are, what they do, how they differ from non-managers, and how management contributes to an organization’s success.

BUS 164  Leadership and Human Relations  (5)  
Applies human relations skills to the work world. Focuses on interpersonal leadership skills that can maximize cooperation, flexibility, sensitivity and teamwork among workers. Students examine how attitudes, values, needs and communication styles affect relationships at work. Small-group projects will practice leadership skills and evaluate individual interpersonal competence.

Prerequisite: ENGL-095 or equivalent and READ-095 or equivalent.

BUS 165  Personnel Management  (3)  
Explores how organizations obtain, retain, and effectively utilize human resources. Topics include workplace diversity, forming quality work teams, equal opportunity, work analysis, staffing, training and development, performance appraisals, compensation, union/management relations, and grievance procedures.

BUS 201  Business Law  (5)  
(Formerly BUS-200) An introduction to the American legal system and the functions of law in a business environment; legal reasoning and the process of resolving disputes in society; a preliminary analysis of contractual arrangements and business association in the business community.

BUS 230  Business Ethics & Corporate Responsibility  (5)  
Explores the moral principles, community standards and the ethics of decision making at the personal and professional levels. Students will also assess the impact management decisions have on business and society, and learn to examine corporate citizenship and social responsibility.

BUS 240  Marketing and Business Development  (5)  
Examines marketing fundamentals and their impact on business and society. Students will study the concepts of consumer needs, demand management, customer behavior, strategies in product development, promotion, advertising, sales and distribution systems.

BUS 245  Retailing and Professional Sales  (5)  
A study of the business activity of selling goods and services at the wholesale, retail, and consumer levels. Major topics covered include the traditional sales process, the nuts & bolts of personal selling and retailing, consumer behavior, buying and pricing products, retail promotion, and the future of selling and retail.

BUS 250  Introduction to Global Business  (5)  
This course examines international business topics including globalization and the outsourcing of jobs; differences in cultures and political, economic, legal, and social systems; international ethics; the international monetary system; multinational corporations; methods of entering offshore markets; global production, logistics and marketing; and international trade organizations. (multicultural) (writing intensive)

Prerequisite: ENGL-095 or equivalent and READ-095 or equivalent.

BUS 260  Small Business Entrepreneurship  (5)  
A how-to course concentrating on ways to successfully launch and manage a small business; techniques on how to achieve optimum benefits from limited resources; tips on how to plan for growth and succession; and skills, qualities, and traits that influence entrepreneurial behavior. Students will write a business plan that supports their future entrepreneurial efforts.
**Chemistry**

Students seeking courses for general interest and degree distribution requirements should consider the following non-major courses: CHEM& 110, 121, and 131. These courses are also appropriate for students working toward Allied Health careers.

Students pursuing a major in the sciences, engineering, or some medical fields should select courses from CHEM& 161, 162, 163, 261, 262, and 263. An academic advisor should be consulted to determine the appropriate courses for your degree goal. Students intending to major in Chemistry at a baccalaureate institution should work toward an Associate of Science degree with a Chemistry Specialization.

**CHEM& 110 Chemical Concepts w/lab (5)**
(Formerly CHEM-100) Survey of the fundamental principles of Chemistry. Includes the study of the metric system, atomic theory, bonding, properties of matter, reactions, nomenclature and applications of chemistry to everyday life. Laboratory included. Prerequisite: MATH-097, MATH-099 or TMATH-100 (All may be taken concurrently).

**CHEM& 121 Introduction to Inorganic Chemistry (5)**
(Formerly CHEM-101) (For non-science and non-engineering majors.) Course includes the study of the metric system, atomic theory, bonding, quantitative relationships, solutions, gases, acids and bases, salts, and nuclear chemistry. Laboratory included. Prerequisite: CHEM&-110 or High School Chemistry, MATH-099 or MATH-097, or TMATH-100 (Math may be taken concurrently).

**CHEM& 131 Introduction to Organic/Biochemistry (5)**
(Formerly CHEM-102) (For non-science majors.) Study of the structure, properties and reactions of organic and biological compounds. Includes an introduction to biochemical processes. Laboratory included. Prerequisite: CHEM&-121

**CHEM& 161 General Chemistry w/Lab I (5)**
(Formerly CHEM-140) This is the first quarter of college-level freshman chemistry. It covers measurements, the structure of matter, compounds, stoichiometry, classes of chemical reactions, gases, thermochemistry, and the quantum mechanical model of hydrogen. Laboratory included. Prerequisite: MATH&-141 or MATH-147 (may be taken concurrently), and High School Chemistry or CHEM&-121.

**CHEM& 162 General Chemistry w/Lab II (5)**
(Formerly CHEM-150) This is the second quarter of college-level freshman chemistry. It covers electronic structure, bonding and bonding theories, molecular shapes, intermolecular forces, solids, liquids, solutions, and chemical equilibrium. Laboratory included. Prerequisite: CHEM&-161.

**CHEM& 163 General Chemistry w/Lab III (5)**
(Formerly CHEM-160) This is the third quarter of college-level freshman chemistry. It covers chemical kinetics, equilibrium, acids and bases, solubility, complex ions, thermodynamics, electrochemistry, and nuclear chemistry. Laboratory included. Prerequisite: CHEM&-162.

**CHEM& 261 Organic Chemistry w/Lab I (5)**
(Formerly CHEM-231) Organic chemistry for science majors. Study of the application of general chemical principles to organic compounds. Topics include: structure, orbital theory, isomerism, nomenclature, resonance, and chirality; substitution and elimination reactions; introduction to IR spectroscopy. Laboratory included. Prerequisite: CHEM&-163.

**CHEM& 262 Organic Chemistry w/Lab II (5)**
(Formerly CHEM-232) Organic chemistry for science majors. Topics include: structure, properties and reactions of alkenes, alkynes, radicals, aromatic, and organometallic compounds; introduction to NMR and mass spectroscopy. Laboratory included. Prerequisite: CHEM&-261.

**CHEM& 263 Organic Chemistry w/Lab III (5)**
(Formerly CHEM-233) Organic chemistry for science majors. Topics include: structure, properties and reactions of alcohols, aldehydes, ketones, amines, and carboxylic acids and their derivatives; introduction to biological molecules and biochemical processes; introduction to UV/VIS spectroscopy. Laboratory included. Prerequisite: CHEM&-262.
CHIN& 121  Chinese I  (5)
(Formerly CHIN-101) The first year of the beginning Chinese language sequence consists of 121, 122, and 123. CHIN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well assessment. English will be used at a minimum. (multicultural content)
Prerequisite: Completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher or assessment at college-level reading and English or instructor permission.

CHIN& 122  Chinese II  (5)
(Formerly CHIN-102) CHIN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in CHIN&-121. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content)
Prerequisite: CHIN&-121 with a grade of ‘C’ or better or instructor permission.

CHIN& 123  Chinese III  (5)
(Formerly CHIN-103) CHIN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in CHIN&-122. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content)
Prerequisite: CHIN&-122 with a grade of ‘C’ or higher or instructor permission.

CMST& 101  Introduction to Communication  (5)
(Formerly SPCH-100) A survey of fundamental principles of communication theory. Students are introduced to verbal and nonverbal communication, effective listening, interpersonal communication, small group discussion as well as culture and gender factors in communication. Written assignments, examinations and informal oral presentations are included.

CMST& 102  Mass Media and Society  (5)
The course critically examines electronic, print and digital media, their history, business models and interaction with other social institutions. In addition to assigned readings, students examine movies, TV and radio broadcasts, and Web sites and participate regularly in online discussion forums. (writing intensive)
Prerequisite: College-level reading and writing; ENGL-101 recommended.

CMST 110  Multicultural Communication  (5)
(Formerly SPCH-110) A survey of how culture shapes the communication interaction. Emphasis is on the role of world views, how culture affects the development of value systems, interpersonal relationships, workplace and educational expectations. (multicultural content)
Prerequisite: Enrollment in ENGL-101 concurrently or completion of ENGL-101 with a grade of ‘C’ or higher.

CMST 111  Intercultural Communication II:
Study Abroad Special Topics
Versatile course dedicated to the pursuit of the study of culture and how it shapes the communication process. Course will focus on the communication instructor’s intercultural specialty areas. Topics and focus will relate. Course is to be offered by TCC communication instructors teaching American students abroad. (multicultural content)
Prerequisite: Must be registered in the Study Abroad program.
CMST& 220  Public Speaking (5)
(Formerly SPCH-101) An introduction to the preparation and delivery of oral presentations in an extemporaneous style. Emphasis is on ethical research, critical, logical analysis, organization of informative persuasive presentations.
Prerequisite: Enrollment in ENGL-101 concurrently or completion of ENGL-101 with a grade of ‘C’ or higher.

CMST 299  Individual Study in Speech (1-5)
Independent observation, analysis and reporting of a selected problem for advanced students in speech.
Prerequisite: Instructor permission.

Computer Science

Tacoma Community College offers a wide range of courses involving computer applications. The courses listed below are designed to satisfy computer programming requirements for engineering and science majors. Students intending to major in Computer Science at a baccalaureate institution should work toward an Associate of Science degree with a Computer Science Specialization.

Students interested in introductory computer courses or Business applications should see courses listed under Information Technology and Computer User.

CS 142  Java Programming for Engineers and Scientists I (5)
Using the Java programming language, students learn general principles of object-oriented programming, including how to design, implement, document, test, and debug computer programs. Topics include classes, objects, messages, expressions, decision structures, iteration, arrays, collections, events, and interfaces.
Prerequisite: MATH&-141 or assessment above.

CS 143  Java Programming for Engineers and Scientists II (5)
An intermediate programming course, using Java, that follows CS-142. Topics will include classes, interfaces, inheritance, polymorphism, exception handling, recursion, data structures, and an introduction to performance analysis and implementation trade-offs.
Prerequisite: CS-142 with a grade of ‘C’ or higher.

Computer User

CU 091  Introduction to the Keyboard (2)
Learn to use the computer keyboard by touch and begin to develop accuracy and speed.
Prerequisite: READ-095 level recommended.

CU 092  10-Key Basics (1)
Computer 10-key pad by touch. Emphasis on speed and accuracy.

CU 100  Introduction to Windows and World Wide Web (2)
Introduction to the use of Windows to operate the computer and manage files. Introduction to the use of electronic mail and the internet. Apply Web knowledge to navigate Tacoma Community College’s sites.
Prerequisite: 25 WPM typing and READ-095 level recommended.

CU 101  Computing Fundamentals (3)
A basic introduction to Computing Fundamentals such as computer hardware, software and peripherals. Together with CU-100, this course covers the Computing Fundamentals portion of the IC3 certification exam.
Prerequisite: CU-100 or assessment at CU-101 level.

CU 102  Word I (2)
Beginning Word Processing class using Microsoft Word. Emphasizes MOS Core Level competencies and IC3 applications.
Prerequisite: Knowledge of Windows required (25 WPM typing and READ-095 level recommended).

CU 103  Excel I (2)
Beginning spreadsheets class using Microsoft Excel. Emphasizes MOS Core Level competencies and IC3 applications.
Prerequisite: Knowledge of Windows required (25 WPM typing and MATH-075 and READ-095 level recommended).

CU 104  PowerPoint (1)
Introduction to electronic presentations using Microsoft Power Point. Emphasizes MOS Core Level competencies and IC3 applications.
Prerequisite: Knowledge of Windows required. (25 WPM typing and READ-095 level recommended).
CU 105  Word I, Excel I, PowerPoint  (5)
Introduction to using Microsoft Office Suite. Emphasizes MOS Core Level competencies in Word, Excel and PowerPoint and IC3 applications.
Prerequisite: Knowledge of Windows required (25 WPM typing and MATH-075 and READ-095 level recommended).

CU 106  Keyboard Speed & Accuracy  (2)
Designed for students who already know the keyboard by touch. Students complete self-diagnostic tests and take corrective steps to improve accuracy and speed. Students will apply techniques to create documents within time constraints.
Prerequisite: Minimum typing speed of 25 wpm by touch.

CU 108  Outlook  (2)
Beginning Outlook. Course includes coverage of the software’s following features: e-mail, contacts, calendar, and scheduling.
Prerequisite: Concurrent or prior enrollment in CU-105.

CU 110  Access I  (2)
Beginning database class using Microsoft Access. Emphasizes MOS Core Level competencies.
Prerequisite: CU 103 or CU 105 recommended.

CU 115  MOS Prep, Level I  (1)
Provides practice applications for self-assessment in Word, Excel, Access and PowerPoint to the MOS Core Level of proficiency.
Prerequisite: CU 102, CU 103, CU 104, or CU 105 and CU 110 (or equivalent).

CU 173  QuickBooks  (3)
Introduction to automated bookkeeping methods using QuickBooks.
Prerequisite: ACCT-110 or equivalent.

CU 202  Word II  (3)
Advanced Word processing class using Microsoft Word. Emphasizes MOS Expert Level competencies.
Prerequisite: CU 102 or CU 105 or equivalent.

CU 203  Excel II  (3)
Advanced spreadsheet class using Microsoft Excel. Emphasizes MOS Expert Level competencies.
Prerequisite: CU 103 or CU 105 or equivalent.

CU 210  Access II  (3)
Intermediate to advanced database skills using Microsoft Access. Emphasizes data import and export features, data access pages, advanced queries, tables, reports and forms. Includes creating macros and modules, managing database objects and managing databases.
Prerequisite: CU 110.

CU 215  MOS Prep, Level II  (1)
Provides practice applications for self-assessment in Word, Excel, Access and PowerPoint to the expert level of proficiency.
Prerequisite: CU 202, CU 203, CU 110 (or equivalent).

CU 290  Work Internship  (5)
During one quarter of the sophomore year, students may receive college credits for hands-on accounting work experience and training in a private, or public, sector organization.
Prerequisite: Program chair permission.

CU 299  Independent Study and Special Projects  (1-5)
Study on an individual basis.
Prerequisite: Program chair permission.

Criminal Justice

Credit Course Descriptions

Also see Administration of Law and Justice (ADJ) and Paralegla (ADLJ) sections.

CJ& 101  Introduction to Criminal Justice  (5)
(Formerly ADJ-100) Learn about career opportunities and qualifications in the fields of criminal justice and private investigations; the evolution of police professionalism; the interdependent relationship between the police, the courts, corrections and private investigations; ethics; court organization and procedures; overview of current police problems. This course incorporates practical exercises to anchor learning.
Diagnostic Medical Sonography

DMS 101  Sonography Lab I  (2)
Provides basic instruction of equipment knobology and introduces students to basic scanning planes, techniques, and image recognition. To be taken concurrently with DMS-120.
Prerequisite: Acceptance into DMS program or Program Director approval.

DMS 102  Sonography Lab II  (2)
A continuation of DMS-101. Students will utilize sonographic equipment, learn and practice exam protocols. To be taken concurrently with DMS 121 and DMS 122.
Prerequisite: Successful completion of DMS-101 or Program Director approval.

DMS 103  Sonography Lab III  (2)
A continuation of DMS-102. Students will utilize sonographic equipment, practice exam protocols and learn about patient care and invasive procedures. To be taken concurrently with DMS-123.
Prerequisite: Successful completion of DMS-102 or Program Director approval.

DMS 105  Ultrasound Cross-Sectional Anatomy  (5)
Provides information on cross-sectional anatomy in the human body with an emphasis on the organs of sonographic interest. Different scanning planes are represented including longitudinal, transverse, coronal and oblique views. Students also gain an understanding of transducer positioning in relation to organs within the body, and correlate their studies with sonographic images.
Prerequisite: Acceptance into the program or program chair permission.

DMS 110  Pathophysiology I  (3)
Explores the pathogenesis of disease processes and their impact on the human body. Discusses the clinical manifestations, diagnosis, treatment and surgical interventions of different disease processes affecting specific body systems. Emphasizes disease processes relevant to sonography.
Prerequisite: Acceptance into the program or program chair permission.

DMS 111  Pathophysiology II  (3)
Explores the pathophysiology of the small parts organs/structures evaluated with sonography. Discusses pertinent laboratory tests, clinical signs and symptoms as well as treatment options or surgical intervention.
Prerequisite: Successful completion of DMS 110.

DMS 120  Abdominal Sonography  (3)
Introduces sonographic terminology. Discusses the normal and pathologic appearances, laboratory tests and clinical signs and symptoms pertinent to the organs studied. Includes development of appropriate exam protocol. To be taken concurrently with DMS-101.
Prerequisite: Acceptance into the program or program chair permission.

DMS 121  Small Parts and Superficial Structures Sonography  (3)
Focuses on the sonography of various superficial structures. Reviews the anatomy, physiology, and pathology of these small parts; discussing laboratory tests and clinical signs and symptoms. Also explores the use of ultrasound in surgical procedures. Routine scanning protocols are learned and discussed.
To be taken concurrently with DMS-102.
Prerequisite: Acceptance into the program or program chair permission.

DMS 122  Gynecological Sonography  (3)
Provides information on the female reproductive system including a review of female pelvis anatomy, physiology, and associated pathologic findings. Focuses on knowledge and sonographic recognition of normal gynecological anatomy. To be taken concurrently with DMS-102.
Prerequisite: Acceptance into the program or program chair permission.

DMS 123  Obstetrical Scanning & Pathophysiology  (5)
Provides information on the female reproductive system and fetal development. Includes discussion of normal development in the first, second and third trimesters as well as discussion of abnormal lab values, fetal anatomy and/or conditions affecting the fetus that can be diagnosed with sonography. Introduction to invasive procedures and techniques in the diagnosis and treatment of abnormal fetal conditions. To be taken concurrently with DMS-103.
Prerequisite: Successful completion of DMS 122.

DMS 124  Introduction to Vascular Sonography  (3)
Introduction to the basic concepts of vascular sonography. Includes an overview of basic vascular anatomy and physiology, pertinent pathophysiology and basic scanning protocols and ultrasound findings. Includes laboratory practice of routine protocols.
Prerequisite: Successful completion of DMS-123.

DMS 125  Advanced Abdominal Sonography  (2)
Provides an opportunity to reinforce and enhance learning of abdominal sonography.
Prerequisite: Successful completion of DMS-120, DMS-121, and DMS-122; or permission of Program Director.

DMS 130  Ultrasound Physics & Instrumentation I  (3)
Provides a theoretical and practical understanding of acoustic physics and its application in diagnostic medical sonography. Includes a review of related mathematical concepts and explores wave concepts, properties of attenuation, ultrasound beam formation, transducer construction, and function and system operation.
Prerequisite: Acceptance into the program or program chair permission.

DMS 131  Ultrasound Physics & Instrumentation II  (3)
A continuation of Ultrasound Physics and Instrumentation I. Topics covered include hemodynamics, Doppler physics (including color and spectral Doppler), acoustic artifacts, bioeffects and safety and quality assurance.
Prerequisite: Successful completion of DMS 130.

DMS 140  Patient Care and Scope of Practice  (2)
Discussion of patient care concepts such as obtaining patient history, how to handle difficult patients or patient issues and sterile technique for invasive procedures. Discussion of the role, scope of practice and work safety of the sonographer. Discuss medical ethics/legal issues relevant to sonography.
Prerequisite: Successful completion of DMS 102, DMS 121, DMS 122 or program director permission.
**DMS 150 Introduction to Clinical I** (1)
Students will gain knowledge of the mechanics of an ultrasound department as well as the duties and responsibilities of the clinical sonographer. Students will be provided with the opportunity to apply sonographic theory to observation of sonographic exams and limited hands-on scanning in the clinical setting.
Prerequisite: Acceptance into the program or program chair permission.

**DMS 151 Ultrasound Clinical II** (13)
A continuation of Introduction to Clinical I. The student will begin to assist and perform various technical, clerical, professional, patient care, and sonographic duties under personal or direct supervision. Requires completion of clinical competencies which will be observed and signed off by supervising sonographer.
Prerequisite: Successful completion of DMS 150 and all didactic and lab coursework with a passing grade of ‘C’ or higher.

**DMS 160 Ultrasound Seminar and Critique I** (2)
This course is a seminar on current issues in sonography. Includes case study presentation, discussion and critique.
Prerequisite: Acceptance into the program or program chair permission.

**DMS Orientation** (2)
This course will provide application of the basic skills required for patient care. The students will learn essential body mechanics to avoid injury; infection control principles; required confidentiality information; legal and ethical principles; and an introduction to vital signs. Students will also complete CPR certification, HIV/AIDS certification for health care providers, and receive their program student handbooks. Same course as RC 175.
Prerequisite: Acceptance into program.

**DMS 250 Ultrasound Clinical III** (13)
A continuation of Ultrasound Clinical II. Continued observation with increasing performance of all duties of a sonographer in a clinical setting. Patient examinations are performed under generalized supervision.
Prerequisite: Successful completion of DMS 151 and all didactic and lab coursework with a passing grade of ‘C’ or higher.

**DMS 251 Ultrasound Clinical IV** (13)
A continuation of Ultrasound Clinical III. Continued observation with increasing performance of all duties of a sonographer in a clinical setting. Patient examinations are performed under generalized supervision.
Prerequisite: Successful completion of DMS 250 and all didactic and lab coursework with a passing grade of ‘C’ or higher.

**DMS 252 Ultrasound Clinical V**
A continuation of Ultrasound Clinical IV. Requires completion of clinical competencies.
Prerequisite: Successful completion of DMS-251 and all didactic and lab coursework with a passing grade of ‘C’ or better.

**DMS 260 Ultrasound Seminar and Critique II** (2)
A continuation of Ultrasound Seminar and Critique II. This course is a seminar on current issues in sonography. Includes case study presentation, discussion and critique.
Prerequisite: Successful completion of DMS-260.

**DMS 261 Ultrasound Seminar and Critique III** (2)
A continuation of Ultrasound Seminar and Critique II. This course is a seminar on current issues in sonography. Includes case study presentation, discussion and critique.
Prerequisite: Successful completion of DMS-260.

**DMS 270 Ultrasound Registry Review Seminar** (1)
This course is an intensive review of the content in the American Registry of Diagnostic Medical Sonographers registry exam, including physics and instrumentation, abdomen and small parts, and ob/gyn.
Students review with in-class discussions and practice sample registry exams.
Prerequisite: Acceptance into the program or program chair permission.

**DMS 299 Independent Study — Clinical** (2-15)
Increasing performance of all duties of a sonographer in the clinical setting. Patient examinations are performed under strict/general supervision depending on student progress. This course will allow continuity in the development of clinical skills.
Prerequisite: Successful completion of DMS-151 and all didactic and lab coursework with a passing grade of ‘C’ or higher.

**ECON 201 Micro Economics** (5)
(Formerly ECON-201) Theory of the market systems as a method of allocating resources and distributing income and products. Analysis of current problems including government regulation, subsidies, monopoly, and taxation.
Prerequisite: MATH-099 or assessment above MATH-099.

**ECON 202 Macro Economics** (5)
(Formerly ECON-200) History and development of the United States’ economy, including effects of government taxing and spending, control of the money supply, and effects of international trade.
Prerequisite: MATH-099 or assessment above MATH-099.
Education

EDUC 115  Child Development  (5)
(Formerly EDUC-135) This course uses a scientific research approach to examine the impact of biology, environment, individual differences, relationships, social policies and culture on a child’s growth and development - from conception through adolescence. Prerequisite: PSYCH-100

EDUC 150  Classroom Technologies  (2)
The course familiarizes students with a variety of technology software packages and applications, emphasizing how these are successfully used in the K-12 classroom. Students will also explore the pedagogical considerations regarding technology as a teaching/learning tool.

EDUC 151  Electronic Portfolios  (2)
The course familiarizes students with electronic portfolios, which can be used in both classroom settings or as a way of presenting professional credentials. Students will leave the course with the initial professional electronic portfolio.

EDUC 205  Introduction to Education with Field Experience  (5)
(Formerly EDUC-201) Designed for students who are considering teaching as a profession, the course will examine historical and philosophical foundations of American education, learning theories, contemporary students, and curriculum development. The course will also explore the social, political, cultural, and economic pressures that influence current issues and trends in education. Includes required lab experience that gives students opportunities to practice learned concepts. (multicultural content) Prerequisite: Assessment at college-level English and reading.

EDUC 220  Diversity in Education  (5)
Examination of the relationship of cultural values to the formation of the child’s self-concept and learning styles. Examination of the role of prejudice, stereotyping and cultural incompatibilities in education. Emphasis on preparing future teachers to offer an equal educational opportunity to children of all socioeconomic and cultural groups, as well as inclusion of exceptional children. (multicultural content)

Early Childhood Field Experience  (5)
A 2-credit course based on an independent study contracted between an instructor and a student. This class is taken concurrently with EDP-100 which will provide the opportunity to work with children in ECE classrooms, learning and implementing developmentally appropriate practices in guidance, curriculum, observation, assessment and the preparation of the physical environment. Prerequisite: EDP-100 must be taken concurrently.

Emergency Med & Health Services

EMC 110  Emergency Medical Technician Basic  (8)
Upon completion of this course, students are prepared to fulfill state and/or National Registry requirements for certification as an EMT-Basic, the entry level position in EMS for pre-hospital care providers. EMT-Bs provide basic life support and transportation for victims of illness and injury. Includes 112 hours of lecture and practical class-work time, and some clinical observation. Class also meets a portion of the prerequisites for the Paramedic program. Program adheres to the U.S. Department of Transportation guidelines and the Washington State Department of Health standards. Prerequisite: At least 18 years old, high school graduation or GED, CPR card, Standard First Aid Training and valid driver’s license. Application and screening are necessary prior to course, due to limited enrollment and prerequisites. NOTE: Active affiliation with an EMS provider agency is required for state certification. Class may be taken without affiliation; however, students will not obtain state certification without being affiliated.

EMC 112  Emergency Medical Technician Recertification  (4)
For the currently certified EMT-Basic who needs to fulfill state, county, and/or National Registry requirements for recertification. Prerequisite: Current state, county, or National Registry EMT-Basic Certification and program chair permission.

EMC 115  Pre-Hospital Trauma Life Support (PHTLS)  (2)
Pre-Hospital Trauma Life Support (PHTLS) is a nationally recognized course that focuses on improving the care rendered to the victims of trauma in the out-of-hospital setting. The course features a blend of focused classroom presentations coupled with extensive hands-on experiences to help turn the theories and concepts of quality trauma care into practical application. Prerequisite: Acceptance into the Paramedic Program.
EMC 118 EMS Wellness and Prevention (4)
This course will explore the various factors that impact the physical and mental well being of the paramedic. A wide range of health and prevention concepts will be presented to enhance personal wellness. The students will also learn the function of paramedics as role models, coaches, and educators in the community.

EMC 120 Paramedic I (12)
The first of three courses for the education of pre-hospital advanced life support paramedic personnel. Advanced concepts and skills in patient Assessment, airway management, shock management and I.V. therapy, pharmacology and drug administration, Advanced Cardiac Life Support (ACLS) provider course included.
Prerequisite: HIM-130, BIOL&-175, EMC-118 and acceptance into the Paramedic program.

EMC 121 Paramedic II (12)
Second in the three quarter paramedic course. Covers assessment and management of the trauma victim; soft tissue injuries; respiratory emergencies; musculoskeletal injuries; medical, pediatric, psychiatric, obstetric and geriatric emergencies. Pre-hospital trauma life support (PHTLS-Provider) as well as the PEPP provider course included.
Prerequisite: Successful completion of EMC-120, EMC-130 and PE-100.

EMC 122 Paramedic III (5)
Third in the quarter series reviewing the entire didactic content as applied to case studies. Requires extensive application of the material covered in EMC 120 and EMC 121.
Prerequisite: Successful completion of EMC-121, EMC-131 and PE-200.

EMC 130 Paramedic Clinical I (4)
First-quarter clinical and infield experience for paramedic students taken in conjunction with EMC 120. Includes clinical experience in hospital and infield experience.
Prerequisite: Enrollment in EMC-120.

EMC 131 Paramedic Clinical II (7)
Second-quarter clinical and field experience for Paramedic students taken in conjunction with EMC 121. Students will have assigned clinical and infield rotations.
Prerequisite: Completion of EMC-120 and current enrollment in EMC-121.

EMC 132 Paramedic Clinical III (9)
Continuation of EMC-131. Emphasis is on clinical and extensive in-field experience. Third quarter clinical and in-field experience for paramedic students includes specified hospital assignments and extensive in-field experience.
Prerequisite: Completion of EMC-122.

EMC 140 Supplemental Education for EMC Programs (2-10)
This course offers individualized instruction to assist previously educated and/or certified personnel in meeting state, county, local or national certification or recertification requirements.
Prerequisite: Recommendation of County Medical Director and instructor permission.

EMC 150 Supplemental Education for EMC Programs (2-10)
This course offers individualized instruction to assist previously educated and/or certified personnel in meeting state, county, local or national certification or recertification requirements.
Prerequisite: Recommendation of County Medical Director and instructor permission.

EMC 200 Contemporary Issues in Pre-hospital Care (2)
This is a dynamic course that focuses on the various components of quality EMS. The course is a seminar style course that utilizes assorted current readings in conjunction with small group work that promotes critical thinking and a global understanding of what comprises state of the art out-of-hospital care.
Prerequisite: Certified Paramedic or instructor permission.

The engineering transfer program is designed to offer students the same courses as the first two years at a baccalaureate institution.

There are three specific discipline-related Associate of Science in Engineering degrees: (1) Civil, Mechanical, Industrial, Aeronautical/Astronautical and Material Science Engineering, (2) Electrical Engineering and Computer Engineering, and (3) BioEngineering and Chemical Engineering.

There is also a General Engineering Associate of Science. Students are encouraged to pursue one of the specific discipline-related Associate of Science in Engineering degrees, rather than the General Engineering degree, unless advised to do otherwise by an engineering advisor. Students are strongly encouraged to meet with an engineering advisor as early as possible.

Students seeking courses for general interest, upgrading skills, or college-level electives should consider ENGR& 104, ENGR& 114, and ENGL& 235.

TCC supports a local chapter of the ASME (American Society of Mechanical Engineers) and encourages student involvement.

ENGR& 104 Introduction to Engineering and Design (5)
(Formerly ENGR-100) Introduction to the engineering profession and its design process by building group skills, understanding the effects of different learning styles, producing strategies for innovation, and fostering creativity in problem solving. Includes design projects, journal keeping, professionalism and ethical issues, and oral presentations. Acquaints students with disciplines and opportunities in engineering.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C’ or higher; or equivalent assessment in these areas.
Students enrolled in the EAP Program are strongly advised to complete the program before attempting the English program designed for native speakers. Courses numbered below 100 cannot be applied towards certificate or degree requirements.

ENGL 070  Basic English Skills (5)
For the beginning student who needs work on basic grammar and composition. Emphasis is on writing grammatically correct sentences and organizing short compositions. Spelling, vocabulary, grammar, punctuation, and basic fundamental English skills constitute the classroom and computer-assisted instruction. Prerequisite: Assessment at or above ENGL-070.

ENGL 071  Basic English Skills (5)
Application and further development of principles covered in ENGL-070. This course focuses on the writing process and introduces students to critical thinking skills via classroom and computer-assisted instruction. Prerequisite: Assessment at or above ENGL-071 or satisfactory completion of ENGL-070 with a ‘C’ or higher.

ENGL 075  Writing I: Foundations for Writing (5)
(Previously WRITE-071) Pre-college writing provides instruction and practice skills needed for placement into ENGL-085 or ENGL-095. Emphasis is on identifying parts of speech, parts of the sentence and grammatical concepts in order to write clear and correct paragraphs. Prerequisite: Accuplacer assessment score of 50-68 and a CASAS score of 221-246.
ENGL 083  Vocabulary Development (1)
Self-paced course provides student with skills and strategies to develop vocabulary necessary to meet college demands. Student will develop vocabulary through context, pronunciation, structural analysis, and dictionary usage.

ENGL 085  Writing II: Building College Writing Strategies (5)
(Previously ENGL-090) This course is designed to introduce basic reading skills and to develop basic writing skills. Coursework emphasizes writing from observation as well as writing in response to readings. The focus is on writing sentences which demonstrate a grasp of basic syntax and usage, and writing sound paragraphs which express a main idea clearly and develop it fully with a minimum of errors in sentence structure, punctuation, and spelling. This course may not be taken S/U. Prerequisite: Assessment at or above ENGL-085 and READ-085 or completion of ENGL-075 and READ-075 or EAP-160 and EAP-162 with a grade of ‘C’ or higher.

ENGL 086  Punctuation and Grammar Review (2)
Basic punctuation and grammar rules and related problems with sentence structure. Designed as a review course for employees responsible for composing or editing business correspondence.

ENGL 089  Writing III: College Composition (5)
(Previously ENGL-091) A course designed to improve the student’s writing ability for entrance into ENGL&-101. Coursework focuses on critical reading and analytic writing in response to readings, with emphasis on organization, unity, coherence, and adequate development; an introduction to the expository essays; and a review of the rules and conventions of standard written English. This course may not be taken S/U. Prerequisite: Assessment at or above ENGL-095 and READ-095 or completion of ENGL-085 and READ-085 or EAP-160 and EAP-162 with a grade of ‘C’ or higher.

ENGL 101  English Composition I (5)
(Previously ENGL-101) Study and application of the principles of college writing. Students read, analyze, and write expository, descriptive, and argumentative essays, as well as learn to develop ideas fully, organize them effectively, and express them clearly. ENGL&-101 readings focus on the essay. This course may not be taken S/U. Prerequisite: Assessment at or above college-level reading and writing or a grade of C or higher in ENGL-095 and READ-095.

ENGL 102  Composition II: Argument & Persuasion (5)
(Formerly ENGL-102) The application and further development of writing principles covered in ENGL&-101. ENGL&-102 is a composition course designed to develop the student’s ability to write sound and cogent arguments in several academic disciplines. Course work focuses on strategies for developing convincing evidence, with emphasis on critical thinking and library research skills. This course may not be taken S/U. Prerequisite: A grade of ‘C’ or higher in ENGL&-101.

ENGL 103  Composition III: Writing about Literature (5)
The application and further development of writing principles covered in ENGL&-101. The writing - primarily analytical - is based on the reading and discussion of literature. This course may not be taken S/U. Prerequisite: A grade of ‘C’ or higher in ENGL&-101.

ENGL 104  Advanced Expository Writing (5)
Advanced course in expository writing. Attention given to acquiring a personal style and finding an effective tone and voice.

ENGL 201  Introduction to Shakespeare (5)
(Formerly ENGL-250) Introduction to Shakespeare through a study of several of his tragedies, histories, comedies, and sonnets. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 234  Introduction to Mythology and Folk Stories (5)
A comparative study of myths and folklore throughout the world. Emphasis is on the commonality of concerns and values expressed by both western and non-western cultures and on the literary value of myths and folklore. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.
ENGL 235  Technical Writing (5)
(Formerly ENGR-231) A practical course in organizing, developing and writing technical information, including reports. Attention given to organizational patterns and report formats common to scientific and technical disciplines and technical writing conventions, including headings, illustrations, style and tone. Prerequisite: ENGL&-101 with a grade of ‘C’ or higher.

ENGL 242  Contemporary Non-Western Literature (5)
A survey of contemporary non-Western literature. Various cultural and historical themes will be studied from quarter to quarter. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 244  American Literature I (5)
(Formerly ENGL-267) Survey of American literature from the beginnings through the Civil War. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 245  American Literature II (5)
(Formerly ENGL-268) Survey of American literature from the Civil War to the eve of World War I. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 246  American Literature III (5)
(Formerly ENGL-269) Survey of American literature from 1910-1960. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 260  Themes or Social Issues in Fiction/Drama/Poetry (5)
A survey of popular themes or social issues pertinent to present society. Various themes or issues will be studied from quarter to quarter. May be taken twice as themes and issues covered are different each offering. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 264  English Literature: From Beowulf Through Shakespeare (5)
Survey of English literature from three major periods of English literature: Old English (500-1100), Middle English (1100-1500), and the English Renaissance. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 265  English Literature: From Donne Through Blake (5)
Survey of English literature from Donne (1630s) through Blake (early Romantics, 1780s). (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 266  Creative Writing - Fiction (3)
Writing of fiction (short story, novel), with particular attention to techniques used by contemporary authors. Course is flexible to meet needs of individual students. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 267  Creative Writing - Poetry (2)
A workshop for the writing of poetry, and the study and analysis of poetry techniques. Course is flexible to meet the needs of the individual students and may be repeated. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 268  Creative Writing - Poetry (2)
A workshop for the writing of poetry, and the study and analysis of poetry techniques. Instruction is flexible to meet the needs of individual students. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 269  Independent Study (5)
Individual study, project-oriented. Prerequisite: Instructor permission required and the successful completion of ENGL&-101 and 102.

ENGL 270  Creative Writing - Poetry (2)
A workshop for the writing of poetry, and the study and analysis of poetry techniques. Course is flexible to meet the needs of the individual students and may be repeated. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 271  Contemporary American Fiction (5)
Study of American fiction written since 1960 with an emphasis on the major writers and themes of contemporary fiction. (multicultural content) (writing intensive) Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher.

ENGL 272  Creative Writing - Fiction (3)
Writing of fiction (short story, novel), with particular attention to techniques used by contemporary authors. Course is flexible to meet needs of individual students. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.

ENGL 273  Creative Writing - Fiction (3)
Writing of fiction (short story, novel), with particular attention to techniques used by contemporary authors. Course is flexible to meet needs of individual students. (writing intensive) Prerequisite: Completion of ENGL&-101 with a grade of ‘C’ or higher.
### English for Academic Purposes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>EAP 089</td>
<td>Pronunciation and Conversation 1 (3)</td>
<td>A beginning-level course in conversation and pronunciation for non-native speakers of English. Students are introduced to the pronunciation of specific English sounds and basic intonation patterns, contextualized and practiced in conversation. Language laboratory lessons supplement classroom work. Prerequisite: EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 090</td>
<td>Pronunciation and Conversation 2 (2)</td>
<td>A course in conversation and pronunciation for non-native speakers of English at the advanced-beginning to low-intermediate level. While developing conversational fluency, students improve their pronunciation of both the specific sounds and the intonation patterns of English. Some practice in note-taking is also included. Supplementary work in the language laboratory provides additional listening and speaking practice. Prerequisite: EAP-089 or placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 091</td>
<td>Grammar and Speaking 1 (5)</td>
<td>The first in a series of five grammar and speaking courses for non-native speakers of English at the beginning level. The course is designed to introduce students to basic English grammar and pronunciation. Prerequisite: EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 092</td>
<td>Grammar and Speaking 2 (5)</td>
<td>The second in a series of five grammar and speaking courses for non-native speakers of English at the advanced-beginner level. This course is designed to give students a strong grammatical basis in English and to improve their speaking and listening skills. At least one oral report is required. Prerequisite: EAP-091 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 093</td>
<td>Grammar and Speaking 3 (5)</td>
<td>The third in a series of five grammar and speaking classes for non-native speakers of English at the low-intermediate level. The focus is on grammar usage with work on the comprehension of spoken English. Prerequisite: EAP-092 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 094</td>
<td>Grammar and Speaking 4 (5)</td>
<td>The fourth in a series of five grammar and speaking classes for non-native speakers of English at the high intermediate level. The class focuses on grammar plus classroom discussion and reports. Prerequisite: EAP-093 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 095</td>
<td>Reading and Writing 1 (10)</td>
<td>The first in a series of five reading and writing courses for non-native speakers of English. Students learn the basics of writing English sentences and are also introduced to the basics of the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while developing students’ reading comprehension and vocabulary. Prerequisite: EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 096</td>
<td>Reading and Writing 2 (10)</td>
<td>The second in a series of five reading and writing courses for non-native speakers of English. Students learn the basics of writing English sentences and are also introduced to the basics of the writing process as they progress from sentences to one-paragraph compositions. Reading assignments provide support for the writing projects while developing students’ reading comprehension and vocabulary. Prerequisite: EAP-095 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 097</td>
<td>Reading and Writing 3 (10)</td>
<td>The third in a series of reading and writing courses for non-native speakers of English. Students practice the writing process of short narrative, descriptive and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention and vocabulary. Prerequisite: Membership in an approved Study Abroad program.</td>
<td></td>
</tr>
<tr>
<td>EAP 098</td>
<td>Reading and Writing 4 (8)</td>
<td>The fourth in a series of five courses in reading and writing for non-native speakers of English. Students progress from one-paragraph to multiple-paragraph compositions focusing on the writing process for persuasive, descriptive, narrative and expository essays. Readings provide background for compositions while building students’ vocabulary, comprehension, and retention. Prerequisite: EAP-097 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 099</td>
<td>Speaking &amp; Listening for Social Interaction (2)</td>
<td>A high-intermediate to advanced-level course in conversational English for non-native speakers, focusing on the local community and its history and current importance. Students explore the community through readings, interviews and field trips. Prerequisite: EAP-090 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 100</td>
<td>Reading and Writing (2)</td>
<td>A special high-intermediate reading and writing course for students in short-term Study Abroad programs. Students practice the writing process of short narrative, descriptive and summary compositions. Grammar and mechanics are practiced in the context of writing assignments. Reading lessons support writing activities and build reading comprehension, retention and vocabulary. Prerequisite: EAP placement exam.</td>
<td></td>
</tr>
<tr>
<td>EAP 155</td>
<td>Grammar and Speaking 5 (5)</td>
<td>The last in a series of five grammar and speaking courses for non-native speakers of English at the advanced level. The course focuses on areas of English grammar that present difficulties to advanced students of the language; aural comprehension, speaking skills, and vocabulary development are also included. Prerequisite: EAP-094 with a grade of ‘C’ or higher or EAP placement exam.</td>
<td></td>
</tr>
</tbody>
</table>
Environmental Science

Students seeking courses for general interest or degree distribution requirements may consider any environmental science courses. Students intending to major in Environmental Science at a baccalaureate institution should work towards an Associate of Science degree with an Environmental Science specialization and consult with an environmental science advisor in the biology or earth science departments.

ENVS 201 The Environment and Pollution (5)
Survey of the various types of pollutants in our air and water including pesticides, radiation, and hazardous substances, and the factors which influence their introduction, dispersion, control, and their effect upon the environment. Field trip required.

ENVS 210 Maps, GIS and the Environment (5)
Introduces students to the elements of geographic information systems (GIS) including cartography, data structure, map overlays, and spatial analysis. Applications of GIS to environmental issues relating to hydrology and watershed management, soil science, land-use planning, and conservation are explored in a hands-on style, incorporating both field activities and GIS software. This course is the same course as GEOG-210. Students may receive credit for either ENVSC-210 or GEOG-210 but not both. Laboratories and field trips included.

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; or equivalent assessment in these areas.

ENVS 101 Introduction to Environmental Science (5)
(Formerly ENVSC-106) An interdisciplinary science course for both non-science majors and beginning science students. Topics such as overpopulation, forest resources, energy, and pollution are covered. Underlying scientific principles are identified and related to relevant ethical, economic, and political issues from global, national and local perspectives. Laboratories and field trips included.

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

ENVS 145 Introductory Ecology (5)
Study of the factors affecting organisms and their environments (e.g. symbioses, nutrient cycles, population dynamics, habitat alterations). Strong emphasis on local ecosystems, field work, and lab experiments. Will involve some computer analysis, library research, and writing. May involve weekend and possible overnight field-trip.

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

ENVS 179 Special Topics in Environmental Science (2)
Specific environmental topics will be explored using a variety of methods which may include seminars, lectures, research projects, presentations, field work, and all-day or overnight field trips depending on the quarter offered. Topics for any one quarter may include Biodiversity, Toxins and Human Health, Non-native Invasives and Wetlands.
Experiential Learning

EXPLR 290 Internship Experience (3-5)
Transfer students may enroll in a work experience internship related to their major area of interest. The work experience may be in either a private or public sector organization. Course includes an orientation, training, site supervision and hour reporting. Internship orientation, mentoring and reporting will be done through Transition Services.

EXPLR 296 Capstone Experience (1-2)
This course will assist students to develop an overarching view of their learning through a capstone experience bridging their classroom and community experiences. Students develop a portfolio of their work, prepare a scholarly paper reflecting the knowledge and skills acquired through their external experience and deliver a public presentation.

EXPLR 295 Service Learning Experience (2-3)
This course assists students to develop a greater civic awareness and engagement. Students complete an orientation, complete 30-60 service hours and participate in an online classroom. Students combine theory with practice through reflective assignments. When combined with EXPLR-296, this class satisfies the culminating project requirements for local school districts.

French

FRCH& 121 French I (5)
(Formerly FREN-101) The first year of the beginning French language sequence consists of 121, 122, and 123. FRCH&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the classroom as well as assessment. English will be used at a minimum. (multicultural content)
Prerequisite: Completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher or assessment at college-level reading and English or instructor permission.

FRCH& 122 French II (5)
(Formerly FREN-102) FRCH&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in FRCH&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content)
Prerequisite: FRCH&-121 with a grade of ‘C’ or higher or instructor permission.

FRCH& 123 French III (5)
(Formerly FREN-103) FRCH&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in FRCH&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. This course satisfies the Multicultural distribution requirement. (multicultural content)
Prerequisite: FRCH&-122 with a grade of ‘C’ or higher, or instructor permission.
**Geography**

**GEOG 110  Geography of the Pacific Rim  (5)**
Students will study the geographical elements of the Pacific Rim area. The physical and cultural attributes of each country will be compared. Problems related to the physical environment, ethnic composition, and resources will be emphasized.

**GEOG 200  Introduction to ArcView GIS  (5)**
Provides students with an introduction to the principles of geographic information systems, uses of the technology, and hands-on experience with ArcView software. Practical skills will be learned through tutorials and an independent project in which the student develops a GIS. The independent project will focus on gathering geographic data, assembling the GIS, performing analyses, and presenting the results.
Prerequisite: Familiarity with Windows software and instructor permission.

**GEOG 205  Physical Geography  (5)**
Study of the formation and evolution of the physical features of the earth, including the atmosphere, climate, and weather; rocks, minerals, vegetation, and soils; erosion and modification of the earth’s surfaces; and human impact and modification. Laboratory included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; or equivalent assessment in these areas.

**GEOG 210  Maps, GIS and the Environment  (5)**
Introduces students to the elements of geographic information systems (GIS) including cartography, data structure, map overlays, and spatial analysis. Applications of GIS to environmental issues relating to hydrology and watershed management, soil science, land-use planning, and conservation are explored in a hands-on style, incorporating both field activities and GIS software. This course is the same course as ENVSC 210. Students may receive credit for either GEOG 210 or ENVSC 210 but not both. Laboratories and field trips included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**Geology**

**GEOG 108  Fossils and the History of Life  (5)**
Introduction to the geological and biological processes and events that generated the amazing record of life on earth. Topics include plate tectonics, rocks, fossilization processes, principles of evolution, and a survey of the history of life. Includes lab, which focuses on studying rock and fossil specimens and involves field trips. This course is the same as BIOL-105. Students may receive credit for either GEOG-108 or PHIL-105 but not both.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**GEOG 110  Geography of the Pacific Rim  (5)**
Students seeking courses for general interest or degree distribution requirements may consider GEOG& 101, GEOL 108, GEOL 125, GEOL 179 and GEOG& 208 for the Associate in Arts and Sciences, General Studies, Applied Sciences and Technical Arts degrees. GEOL 105 is suitable for general elective categories only. Students intending to major in Geology at a baccalaureate institution should work towards an Associate of Science degree with an Earth Sciences Specialization and consult with the earth sciences advisor.

**GEOG& 101  Introduction to Physical Geology  (5)**
(Formerly GEOL-101) Introduce students to the materials and landscapes of the earth and the diverse geological processes that produce and change them. Subjects such as volcanoes, glaciers, rivers, and earthquakes will be studied. The laboratory consists of various activities, including examination of rocks and minerals. Includes local field trips.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**GEOG 105  Earth Systems Science  (5)**
Provides an introduction to earth systems by studying the lithosphere, biosphere, hydrosphere, and atmosphere, and how these realms interact to produce the dynamic earth that we inhabit. Hands-on exercises will involve work with rock samples, weather gauges, and maps and diagrams. This course is taught online.

**GEOL 125  Geology in the Field  (5-12)**
An intensive course in introductory geology, covering the fundamental principles of physical geology and an introduction to field methods. Extended field trip required. Exact itinerary varies quarterly.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**GEOL 179  Special Topics in Geology  (2)**
These are seminars designed to provide geology students with the opportunity to study selected geologic topics and techniques. Topics and/or techniques covered will generally be determined by the instructor but may also reflect the expressed need or interest of students in the earth science program.

**GEOL& 208  Geology of the Pacific Northwest  (5)**
(Formerly GEOL-208) Study of the geologic history of the Pacific Northwest. Emphasis on both the role of plate tectonics in assembling the region as well as how surface processes such as rivers and volcanism have shaped the landscapes of the area. Fieldtrips required.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas.

**GEOL 299  Individual Study in Geology  (1-5)**
Study of selected geologic topics on an individual basis.
Prerequisite: Instructor permission.
German

**GERM& 121  German I  (5)**
(Formerly GERM-101) The first year of the beginning German language sequence of 121, 122, and 123. GERM&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*
Prerequisite: Completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher or assessment at college-level reading and English or instructor permission.

**GERM& 122  German II  (5)**
(Formerly GERM-102) GERM&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in GERM&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*
Prerequisite: GERM&-121 with a grade of ‘C’ or higher or instructor permission.

**GERM& 123  German III  (5)**
(Formerly GERM-103) GERM&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in GERM&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. *(multicultural content)*
Prerequisite: GERM&-122 with a grade of ‘C’ or higher or instructor permission.

**Health Information Management**

Note: Classes are offered in online format.

**HIM 101  Success Strategies for HIM Students  (2)**
HIM-101 will prepare students for success in the HIM program. Students will gain knowledge of the HIM program policies, application of Blackboard classroom techniques and critical thinking to problem solve. Students will evaluate their personal goals, and study techniques as they learn techniques to deal with stress and anxiety.

**HIM 110  Health Care Delivery Systems  (3)**
Students will develop knowledge and comprehension of the organization of U.S. health care delivery. Students will develop comprehension of health care structure, organization standards, regulations, initiatives, and payment systems.
Prerequisite: Assessment at college-level reading and English.

**HIM 125  Health Data Structure, Content, and Standards  (5)**
(Formerly HIM-180) This course will allow HIM students to develop knowledge and comprehension of data versus information, structure and application of health information, data storage, media, and other components of the health information management system.
Prerequisite: HIM-130, CU-105.

**HIM 130  Medical Terminology I  (3)**
Study of selected roots, prefixes and suffixes; principles of word building; study of diagnostic, operative, and symptomatic terms of body systems with emphasis on accurate spelling and pronunciation of all medical terms; study of medical abbreviations, selected eponyms, clinical laboratory and radiology terminology.
Prerequisite: Assessment at college-level reading and English.

**HIM 131  Medical Terminology II  (5)**
Continuing study of selected roots, prefixes and suffixes; principles of word building; study of diagnostic, operative, and symptomatic terms of body systems with emphasis on accurate spelling and pronunciation of all medical terms; study of medical abbreviations, selected eponyms, clinical laboratory and radiology terminology.
Prerequisite: Assessment at college-level reading and English.
HIM 140 Beginning ICD-9-CM
Diagnostic Coding (2)
Instruction on the basic principles of coding diseases according to the International Classification of Diseases (ICD-9-CM). Designed as an introductory course for beginners. Focus is on diagnostic coding in the ambulatory care setting. Prerequisite: HIM-130 and HIM-131 (or concurrent enrollment); or instructor permission.

HIM 142 Finance Reimbursement and Revenue Cycle (5)
(Formerly HIM-120) This course is designed to instruct the student in basic business practices and procedures as they relate to the medical office; including professional intrarelationships, basic medical practice issues, patient management, professional referral, legal issues, scheduling, coding, billing, correspondence and forms, insurance billing, collecting and posting of accounts receivable and accounts payable, financial issues and budgeting, and internal practice marketing. The student will also become familiar with various functions of the back office, to include patient interactions and common outpatient clinical procedures, and equipment and supplies used in a medical practice. Prerequisite: HIM-110, HIM-130, CU-105 or IT-245, (concurrent enrollment only), or instructor permission.

HIM 145 Health Care Statistics and Research (3)
In Health Care Statistics and Research, students will obtain knowledge and comprehension of health care indicies, databases, registries, vital statistics, health care statistics, descriptive statistics (such as percentiles and standard deviation), statistical applications with health care data, Institutional Review Board processes, data selection, interpretation and presentation, and knowledge-based research techniques. Prerequisite: HIM-110.

HIM 150 Pharmacology for Health Professionals (2)
This is an introductory course in Pharmacology to include terminology, drug classification and usage, emphasizing clinical applications of pharmacology in treatment of diseases. This course will include lecture and computer-assisted instructional techniques. Prerequisite: BIOL&-170 or BIOL&-175, HIM-130 or instructor permission.

HIM 155 Health Care Privacy, Confidentiality, Legal and Ethics (5)
HIM Students will apply knowledge and skills to predict and draw conclusions regarding legislative and regulatory processes, laws, regulations, security policies, procedures, and monitoring in health information. Synthesis of confidentiality, privacy, release of information policies, professional and practice-related ethical issues will be evaluated. Prerequisite: HIM-110.

HIM 160 Pathophysiology (5)
Selected general medical conditions and diseases of specific body systems, including etiology, signs, symptoms, diagnostic procedures, clinical course, therapy and prognosis. Prerequisite: HIM-130, HIM-131, BIOL&-170 or BIOL&-175.

HIM 170 CPT Coding (3)
Students will learn to use and maintain electronic applications and work processes to support clinical classification and coding, apply procedure codes using CPT/HCPCS, comprehension of current regulations and established guidelines in code assignment, and learn to validate coding accuracy using clinical information found in the record. Prerequisite: HIM-130, HIM-131 (or concurrent enrollment BIOL&-170 or BIOL&-175).

HIM 175 Clinical Classification Systems (3)
This course focuses on clinical classification systems, principles and applications of coding systems. HIM students will have the opportunity to distinguish between diagnostic, procedural, groupings, case mix analysis and indexes. students will apply knowledge and comprehension of coding compliance strategies, auditing, quality monitors, and reporting. Prerequisite: HIM-110.

HIM 180 Professional Coding and Practice (3)
Students will apply ICD-9-CM diagnosis codes as well as CPT/HCPCS codes for procedures and evaluation and management services for the physician office. Students will learn validation of coding accuracy and resolve discrepancies between coded data. Prerequisite: HIM-140, HIM-170.

HIM 200 Health Records in Alternate Care Settings (2)
Continued study of health record systems for psychiatric, long-term care, home health care hospice, including coding compliance licensure and accreditation standards. Prerequisite: HIM-220, HIM-170.

HIM 210 HIM Revenue Cycle-2 (3)
Students will apply prior knowledge and skills to create examples of payment methodologies. Synthesis of revenue cycle monitors, chargemaster and EDI will be among the concepts covered. Prerequisite: HIM-142.

HIM 215 Information and Communication Technologies (5)
Students will apply prior knowledge and skills to become proficient in health care information systems and concepts such as EHR, PHR, CPOE systems, data storage, retrieval, and security. Students will evaluate communication and internet technologies and common software applications. Prerequisite: HIM-175, HIM-195.

HIM 220 Intermediate ICD-9-CM Coding (5)
Learn to code diseases and operations according to the International Classification of Diseases, Clinical Modification; covers coding of all major body systems, with an emphasis on Diagnosis Related Groups (DRGs), including computerized encoder. Prerequisite: HIM-140, HIM-160 or instructor permission.

HIM 222 Data Quality and Performance Improvement (5)
Study and practical application of the purpose, organization, and function of continuous quality improvement, utilization management, standards for hospital accreditation and licensure, and calculation and presentation of statistical data. This course addresses the role of the Joint Commission, Government agencies, and the United States Vital and Public Health Statistic. Prerequisite: HIM-125, HIM-145.

HIM 225 Health Information Management and Leadership (3)
Development of management, supervision and leadership skills, including planning, organizing, directing, and controlling. Special emphasis in systems management. Prerequisite: HIM-125 or instructor permission.
**HIST& 126 World Civilizations I (5)**
(Formerly HIST-111) Historical study of human societies in the world, with emphasis on their interactions with each other and the continuous transitions of their traditions from antiquity to the 7th century. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

**HIST& 127 World Civilizations II (5)**
(Formerly HIST-112) Historical study of human societies in the world, with emphasis on their interactions with each other, and the continuous transitions of their traditions from the 7th to the 18th century. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

**HIST& 128 World Civilizations III (5)**
(Formerly HIST-113) Historical study of human societies in the world, with emphasis on their interactions with each other, and the continuous transitions of their traditions from the 18th century to the present. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

**HAIM 245 Advanced ICD-9-CM & CPT Coding (5)**
An intermediate coding course applying both ICD-9-CM and CPT instruction on the more difficult sections of the coding systems. Extensive advanced practice using coding exercises and abstracted medical records in a virtual environment.
Prerequisite: HIM-200, HIM-220 or instructor permission.

**HAIM 250 Coding Clinical Capstone (5)**
This course provides skill practice for HIM students in their final quarter of the program. The course consists of medical record coding practice (120 hours plus weekly seminar). Coding practice includes inpatient, outpatient, and emergency coding. This is the final capstone experience prior to completion of the program in readiness for employment as a Registered Health Information Specialist.
Prerequisite: HIM-245 or concurrent enrollment and instructor permission.

**HAIM 252 Revenue Cycle Capstone (5)**
This capstone course synthesizes the HIM program coursework. It bridges the academic and real world of organizational HIM operations. The goal is to provide the student with a broader institutional knowledge base, appreciate and understand the many and varied issues affecting reimbursement, as well as the opportunity to exercise tools and analysis techniques in enhancing facility reimbursement. All within the pervasive scope of current health care regulation, privacy and security concerns.
Prerequisite: HIM-210.

**HIMA 253 HIM Capstone (PPE) (5)**
This course provides skill practice for the HIM students in their final quarter of the program. The course consists of practical experience performing health information duties through simulations, case studies, and/or directed practice. This is one of the capstone experiences prior to completion of the program in readiness for employment as a Registered Health Information Technician.
Prerequisite: HIM-222, HIM-241, HIM-242, HIM-245 (or instructor permission).
HIST 148  US History III (5)
(Formerly HIST-243) The course will examine the United States in the 20th Century. Topics will include: the Populist and Progressive Movements; World War I; the prosperous 1920s; the Great Depression; World War II; the Cold War; the Vietnam War and the 1960s; culture wars of the 1970s; Reagan and the 1980s; Clinton and the 1990s. Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 211  Chinese History (5)
Historical study of human societies in China, with emphasis on their interactions with other societies in the greater world, and the continuous transitions of their traditions from antiquity to the present. (multicultural content) Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 214  Pacific NW History (5)
The course will examine the exploration, settlement and growth of the Pacific Northwest, with an emphasis on Washington State. Topics will include: settlement and creation of Washington Territory; growth of government and social institutions; economic, social and political issues in Washington in the 20th Century and today. Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 219  Native American History (5)
(Formerly HIST-251) This course will examine the history of Native American cultures in the United States. Through readings, lectures, and class discussions, students will explore the unique histories of several specific Native cultures, as well as the impact that these cultures had in shaping the course of American history. (multicultural content) Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 220  African-American History (5)
Formerly HIST-254) This course will examine the history of African-Americans in the United States, tracing their roots in the Old World and their experiences in America. Topics will include: the development of the institution of slavery in America; the slave experience; the American anti-slavery movement; the post-Civil War experience of African Americans; and the struggle for civil rights and social justice in America in the 20th Century. (multicultural content) Prerequisite: Completion of ENGL-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 221  History of the British Isles I (5)
The course will examine the history of the British Empire up to 1800. Topics will include: Irish, Welsh, Scots and English relations; the establishment of the Tudor Dynasty; the English Civil War and the Glorious Revolution; the establishment of the British Empire; and the effects of the American Revolution. Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 222  History of the British Isles II (5)
The course will examine the continued history of the British Empire after 1800. Topics will include: Irish, Welsh, Scots, and English relations; the effects of the American Revolution; the rise of the British Empire in the 19th Century; World Wars I and II; the transformation of the British Empire into the British Commonwealth; Britain’s role in the EEC. (writing intensive) Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 230  Japanese History (5)
Historical study of human societies in Japan with emphasis on their interactions with other societies in the greater world, and the transitions of their traditions from antiquity to the present. (multicultural content) Prerequisite: Completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 231  American History, American Film (5)
This course will examine U.S. History, society and culture since 1929 through the lens of Hollywood feature films. Topics include: the Great Depression, the Cold War at home and abroad, gender roles and the American family, and the civil rights movement. (multicultural content)

HIST 244  A Decade: Revolving Time Periods (5)
This course will examine key political, social, cultural, economic and diplomatic events in a specific decade. Time periods covered will vary. Prerequisite: Completion of ENGL-095 with a ‘C’ or higher or assessment at college-level reading and writing.

HIST 248  Diplomacy of the United States to 1898 (5)
A survey of the American diplomatic history from the American revolution to the war with Spain. It will examine the issues and events which shaped the foreign relations of America’s first century of independence. Particular attention will be paid to the development of traditions, such as a tradition of violence, a belief in American exceptionalism, a moral imperative, a heritage of success.

HIST 249  20th Century American Diplomatic History (5)
This course will survey the United States’ rise to world power from 1898 to the present, with particular attention given to the causes and consequences of increased U.S. participation in world affairs, America’s initial reluctance and ultimate acceptance of the responsibility of world leadership.

HIST 250  The War in Vietnam (5)
Study of the origin and development of the war in Vietnam from 1940 to 1975. Special emphasis will be devoted to Vietnamese nationalism, French imperialism and its defeat, American involvement from Presidents Roosevelt, Truman, Eisenhower, Kennedy, Johnson, Nixon, and Ford. The course will conclude with an examination of the impact of the Vietnam War on America and on the world.
HIST 252  Native Americans in Popular Culture  (5)
An examination of the history of the images and representations of Native Americans in the popular culture of the United States, as manifest in film, literature, art, and other forms of media. Discussions will focus on the societal impact of these images, and Native responses to them.  (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a 'C' or higher or assessment at college-level reading and writing.

HIST 255  Civil Rights Movement   (5)
The course will examine the Civil Rights Movement of African-Americans in America during the 20th century. Topics will include: the rise to prominence of Booker T. Washington and the development of the Niagara Movement in the early 1900s; the formation and activity of the NAACP; the rise of the Civil Rights Movement of the 1950s and 1960s; the impact of the Civil Rights Movement and the African-American experience today.  (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a 'C' or higher or assessment at college-level reading and writing.

HIST 280  Themes or Topics in History
This course is a survey of a specific topic and its significance in history. Some areas of focus of the individual topics covered in the class include key historical components; the social, economic and political impact, distinguishing between primary and secondary sources, and historical research and interpretations. May be taken twice as the topics are different each offering.
Assessment at college-level English and reading.

HFL 097  Child & Family Studies I:  
Family Health, Safety, and Nutrition  (1)
This course will focus on providing an emotionally and physically safe and healthy home environment for family members. Topics include nutrition, health care, personal and physical safety needs and a sense of belonging. Students in this course should meet high school-level expectations.

HFL 098  Child & Family Studies I:  
Child Development  (1)
Emphasis on children’s development of social skills, values and goals through communication and guidance techniques. Understanding what behaviors to expect at various ages; learning the language to build self-esteem; positively communicating expectations and limits; and problem solving techniques. Students participating in this course should meet high school-level expectations.

HFL 099  Child and Family Studies I:  
Learning Development  (1)
Provides students with skills to foster intellectual, physical and creative skills in children. Helping children become enthusiastic, self-motivated learners with emphasis on technique activities, books and materials that develop the talents of every child. Students participating in this course should meet college-level expectations.

HFL 140  Child & Family Studies II:  
Family Health, Safety and Nutrition  (1)
This course will focus on providing an emotionally and physically safe and healthy home environment for family members. Topics include nutrition, health care, personal and physical safety needs and a sense of belonging. Students in this course should meet college-level expectations.

HFL 141  Child and Family Studies II:  
Child Development  (1)
This course will have an emphasis on the development of children’s social skills, values and goals through communication and guidance techniques. Understanding what behaviors to expect at various ages; learning the language to build self-esteem; positively communicating expectations and limits and problem solving techniques. Students in this course should meet college-level expectations.
Human Development

**HD 090 Career Transitional Training Project (10)**
A hands-on, project oriented program utilizing creative thinking, decision making, problem solving, reasoning, presentation and communication skills to devise an occupational/academic plan.

**HD 098 Managing Math Anxiety (2)**
Increasing our awareness of why we have math anxiety and an appreciation of our own attitudes can actually help us to learn anxiety management tools and strategies to learn math. An emphasis is placed on understanding problem solving techniques and math assertiveness.
Prerequisite: ‘C’ or higher in MATH-075 or assessment at MATH-085; math anxiety; concurrent registration in MATH-085.

**HD 101 Student Success Seminar (3)**
To provide individuals with an opportunity to cultivate the skills necessary to become confident, successful students. Topics include: personal learning styles, time management, goal setting, test-taking techniques, academic planning, degree audit, self care, money management, relationships, communication, exploring careers, memory techniques, college and community resources, ethics, respecting diversity, and information literacy.

**HD 105 Career and Life Planning (3)**
Provides students with help selecting a career. Opportunities for students to explore and establish their individual goals as related to their interests, abilities and lifestyles. Vocational testing, career research, self-assessment, career decision-making, and job search skills are included.

**HD 110 Human Relations (3)**
Introductory course in personal growth through interpersonal communication. Primarily an experiential course, designed to facilitate learning and growth in self-awareness, self-esteem, and self-expression, with the goal of promoting positive relationships with others. (multicultural content)

**HD 112 Assertive Skills (3)**
Increasing assertiveness in everyday actions, expressing oneself honestly without undue anxiety, and exercising one’s own rights without denying the rights of others. Special emphasis is placed on the uniqueness of each individual and enhancing self-esteem.

**HD 113 Diversity and the Dynamics of Difference (3)**
This course examines the influence of diversity. Learning how to live effectively in multicultural communities is essential. Using the Critical Moments model, a framework that emphasizes critical thinking skills and dialogue to address pluralism and diversity, students explore the dynamics of difference within our educational environment and our interactive roles. (multicultural content)

**HD 114 Exploring Human Potential (3)**
This course helps students discover and develop their individual potential. Students explore who they are and how to set meaningful goals in their own terms. We identify ways to unlock our individual potential and learn how to establish an action plan for positive change.

**HD 116 Life Choices (3)**
Students will increase their self-awareness and learn skills in decision making and handling the process of transition. Adult development and the impact of societal and family values will also be explored.

**HD 150 Access Technology (1-5)**
This class is tailored to individual student needs and is offered as an independent study. Students explore topics related to disability and working with adaptive equipment and technology. The class is offered on a credit/no credit basis.
Prerequisite: Instructor permission.

**HD 170 Special Topic Seminars and/or Workshops (1-2)**
Seminars or workshops designed to provide students and interested members of the community with specific information and/or development of specific skills. Topics and skills are based on the needs of the campus community (examples are: diversity, difference, dialogue, community empowerment).
Prerequisite: Permission of department chairperson.

**HD 179 Special Topic Seminars and/or Workshops (1-2)**
Seminars or workshops designed to provide students and interested members of the community with specific information and/or development of specific skills. Topics and skills are based on the needs of the campus community (examples are: diversity, difference, dialogue, community empowerment). (multicultural content)

**HD 250 Assistive Technology in Education and Life (3)**
The course presents an overview of both existing and emerging assistive technologies that may be adapted to the unique needs of persons with physical, sensory and cognitive disabilities. The interaction between assistive technologies and the educational and everyday environment of people with special needs will be examined.

**HD 299 Independent Study (1-5)**
Independent observation, analysis and reporting of a selected problem in career and life planning.
Prerequisite: Permission of department chairperson.
Humanities

Note: These courses are NOT sequential. Nor is one prerequisite to another.

HUMA 101  Intro. to Humanities (5)
(Formerly HUMAN-100) An introduction to the humanities through investigation of current cultural events offered by local communities. Study of the arts - painting, sculpture, architecture, drama, film, music and dance - will be enhanced by attending performances and on-location field trips to sites in the community. Students will become familiar with terminology of the arts and with community performance/demonstrations of these same arts. (*multicultural content*)
(*writing intensive*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 110  Introduction to Pacific Rim Cultures (5)
(Formerly HUMAN-110) A general introduction to a Pacific Rim culture (Southeast Asia, China, Japan, Korea, Mexico or Central America) emphasizing history, language, literature, arts, politics, economy, and society. (*multicultural content*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 116  Humanities I (5)
(Formerly HUMAN-101) An introduction to the global humanities through the study of six major art forms: literature, drama, music, painting, sculpture, and architecture from the ancient world to 1400. The course will focus on connecting ideas and beliefs with their expressions. (*multicultural content*)
(*writing intensive*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 117  Humanities II (5)
(Formerly HUMAN-102) An introduction to the global humanities through the study of six major art forms: literature, drama, music, painting, sculpture, and architecture from 1400 to 1800. The course will focus on connecting ideas and beliefs with their expressions. (*multicultural content*)
(*writing intensive*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 118  Humanities III (Formerly HUMAN-103) An introduction to the global humanities through the study of seven major art forms: literature, drama, music, film, painting, sculpture, and architecture from 1800 to the present. The course will focus on connecting ideas and beliefs with their expressions. (*multicultural content*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 120  The American Multicultural Arts Experience (5)
(Formerly HUMAN-120) An introduction to the special and unique contribution of American art, theater, dance, literature, and/or music by various American ethnic cultures. (*multicultural content*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 130  Introduction to Film (5)
(Formerly HUMAN-130) Study in motion picture techniques and the development of cinema as an art form. (*writing intensive*)
Prerequisite: Assessment at college-level Reading and English or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUMA 260  Themes or Topics in Humanities (Revolving Topics) (5)
(Formerly HUMAN-260) A study of a theme or topic through its expressions, notably literature, drama, music, film, painting, sculpture and architecture. Various themes or topics will be studied from quarter to quarter. May be taken twice as themes and topics are different each offering. (*writing intensive*)
Prerequisite: Assessment at college-level English and Reading or completion of READ-095 and ENGL-095 with a grade of 'C' or higher.

HUM 110  Human Services

HSP 100  Introduction to Human Services (5)
Overview of the history, philosophy and present status of the major human services delivery systems. Examines the roles of practitioners as well as occupational and educational alternatives for graduates. Also explores services provided by local human service agencies.
Prerequisite: College English ready.

HSP 103  Therapeutic Approaches & Techniques (5)
Principles, concepts and processes related to counseling are presented. Role and function of the helping person is examined. Counseling skills are demonstrated and practiced in class.
Prerequisite: College English ready.

HSP 105  Leadership, Ethics, and Development (5)
Students will examine personal belief systems, ethical dimensions, and laws in the human service field. Uses critical thinking skills to explore central work-related issues and for developing leadership skills while preparing for entry into the field training portion of the human service program. The course prepares students for Human Services, internships, and careers.
Prerequisite: HSP-100 and HSP-103.

HSP 106  Advanced Helping Strategies (5)
This course explores the role of group, family, and treatment systems. Course will present strategies for helping in these areas and examine relevant issues in the Human Service field.
Prerequisite: HSP-103

HSP 112  Fundamentals of Case Management (5)
Examines the fundamental roles and functions of case management in a variety of systems including substance abuse. Will explore methods of acquiring client data, documentation, and file management. ASAM criteria for adult and adolescent assessment and treatment planning will also be covered.
Prerequisite: HSP-100 and HSP-103 or program permission.
HSP 191 Supervised Clinical Practicum I (5)

These practicum courses provide the student with supervised experience in the Human Services field. Students develop a learning contract with specific objectives to guide their progress in the workplace. A weekly seminar is also required to receive supervision and assessment of their progress.

Prerequisite: Successful completion of HSP 191 and completion of HSP 192 learning contract.

HSP 192 Supervised Clinical Practicum II (5)

These practicum courses provide the student with supervised experience in the Human Services field. Students develop a learning contract with specific objectives to guide their progress in the workplace. A weekly seminar is also required to receive supervision and assessment of their progress.

Prerequisite: Successful completion of HSP 191 and completion of HSP 192 learning contract.

HSP 193 Supervised Clinical Practicum III (5)

These practicum courses provide the student with supervised experience in the Human Services field. Students develop a learning contract with specific objectives to guide their progress in the workplace. A weekly seminar is also required to receive supervision and assessment of their progress.

Prerequisite: Successful completion of HSP 192 and completion of HSP 193 learning contract.

HSP 200 Pharmacology and Survey of Chemical Dependency (5)

Introduction to the physiological, psychological, and socio-cultural aspects of alcohol and drug related problems. The course also provides an overview of the pharmacology of alcohol and other psychoactive drugs including an explanation of how brain chemistry changes result in compulsive use. The impact of historical developments such as the war on drugs will also be discussed.

HSP 203 Teaching Social Skills to Youth (5)

This course trains students how to teach social skills. This learning occurs through an actual teaching experience working with children and youth. The course also explores the theory of social learning and its application to the development of appropriate social skills.

Prerequisite: HSP-100 and HSP-103

HSP 205 Substance Abuse Prevention (5)

This course meets part of the requirements for certification as a Prevention Specialist. This course content includes an overview of prevention, current research, prevention planning, the role of the media, program models and evaluation methodology.

HSP 206 Advanced Prevention Strategies (5)

This course meets part of the requirements for certification as a Prevention Specialist. The course content includes analysis of research theory and practical applications of prevention. The course will also include an analysis of the role and practical application of prevention evaluation.

HSP 207 Behavioral Health and Wellness (5)

This course explores theories and strategies for wellness and self care. A life-long learning approach is used to learn relaxation techniques and coping strategies to reduce stress. Therapeutic use of pharmacology and illicit use of drugs and their impact on the community is also examined.

HSP 208 Program Planning and Grant Writing (5)

Students will learn how to develop and acquire funding for a variety of human service programs and projects. Subject areas include grant writing, proposal development, and project development.

HSP 209 Aging and Adult Services (5)

This course examines the developmental issues of aging and related social services. Housing, health care, and support services network are presented and discussed. Students will learn to assess and access appropriate levels of care for the aging client.

HSP 214 Dynamics of Family Violence (5)

The course explores the history, philosophy and present status of violence in the family. This course will provide students with the opportunity to examine cultural and social perspectives regarding domestic violence. Students will gain insight into the family abuse landscape, including the issues of child abuse, sexual offenders, and elder maltreatment. Also includes will be exposure to service delivery systems provided by Human Services agencies.

HSP 215 Treatment Trends for Domestic Violence (5)

This course explores the specific roles of victim and perpetrator in domestic violence. Various treatment approaches will be reviewed as well as the patterns of behavior, the cycle of abuse, and the continuum of violence.

HSP 216 Clinical Supervision in the Helping Professions (5)

This course assists students in defining and conceptualizing models and types of supervision. Areas of discussion include supervisory relationships and counselor development, supervision methods and techniques covering the roles, focus, group supervision, multicultural issues, and the methods of assessing and evaluating supervision. Ethical, legal, and professional issues covering roles for supervision and standards of practice, authorized counseling methods and scope of practice for several licensed professionals will be examined.

HSP 217 Understanding Diversity (5)

This is an online course that will examine the elements that create differences within society. The primary goal of this course is to expose learners to a variety of cultural ideas that will lead to a better understanding of people who are different, despite what creates the difference. Culture, ethnicity, lifestyles, religion, disabilities, age and gender issues will be examined as potential dividers of people. This awareness will begin with exploring the beliefs and behaviors of self as well as others.

HSP 219 Therapeutic Use of Pharmacology and Illicit Use of Drugs (5)

This course examines the unique problems and concerns of case management with special needs populations. Students will be introduced to the unique problems, concerns and issues that confront the case manager who works with at-risk clients. This course will present information necessary to develop and implement effective complex and compounded service plans and to handle crisis situations that may arise with special population.

Prerequisite: HSP-112 or instructor permission.
Information Technology

IT 102  Microcomputer Fundamentals  (5)
This course provides concepts and hands-on experience in understanding and supporting a PC-compatible microcomputer. Topics include microprocessors, system architecture, system boards, expansion cards, memory, input/output devices, and peripherals. The student learns how to build, configure, and troubleshoot a personal computer, and install its operating system. The objectives of the course are based on those of the A+ Hardware Core Certification Exam.
Prerequisite: CU-101 or equivalent, or instructor permission.

IT 110  Operating Systems I  (5)
The student is introduced to operating systems used on desktop microcomputers. The course covers installation and configuration, memory and storage management, batch and script files, device drivers, troubleshooting and maintenance tools, and virus protection. Emphasis is on current Windows operating systems. The objectives of the course are based on those of the A+ Operating System (OS) Technologies Certification Exam.
Prerequisite: CU-101 or equivalent, or instructor permission.

IT 110  Operating Systems II  (5)
This course extends the skills learned in IT 110 to more advanced desktop operating systems. Microsoft Windows NT Workstation, Microsoft Windows 2003 Professional, and Linux are installed, configured and maintained.
Prerequisite: IT-102, IT-110 and IT-260 with a grade of ‘C’ or higher.

IT 230  Introduction to Project Management  (2)
An introduction to project management from a team member perspective. Students will learn the different tools and techniques used in initiating, planning, developing, documenting and completing a project.
Prerequisite: ENGL&-101 andBUS&-101 or BUS-164 or instructor permission.

IT 231  Intermediate Project Management  (3)
Builds upon the Introduction to Project Management course to provide a broader view and application of Project Management.
Prerequisite: IT-230.

IT 245  Data Modeling  (2)
Data Modeling focuses on the design of relational databases using such tools as entity relationship diagrams and normalization to create an efficient database design. This class studies the data modeling process as well as the interaction that must take place between the designer and user to develop a workable database design.
Prerequisite: CU-210 with a grade of ‘C’ or higher, or instructor permission.

IT 248  SQL Server Implementation  (3)
Focuses on the process to implement a database on Microsoft SQL-Server. Students will use both a graphical user interface and structured query language to implement tables, relationships, views, indexes, stored procedures and triggers.
Prerequisite: CU-210 with a ‘C’ or higher.

IT 258  E-Business and Commerce  (3)
Examines the transformation of key business processes through the expanding use of internet technologies. Explores both the technological aspects of change in the business world and how e-business is changing consumer expectations and society. Students will develop a simple web page using software such as FrontPage or Dreamweaver.

IT 260  Client/Server Technology – LANs  (5)
This course introduces the student to the concepts of data communication in a Local Area Network (LAN) environment. It includes training in the methods and protocols used to allow networked computer systems to communicate in local environments. Topics include the OSI Communication Model, transmission media, protocol stacks especially TCP/IP, simple internetworking, and LAN services. Course objectives are based on those of the Network + and the retired Microsoft Network Essentials certification exams.
Prerequisite: CU-101 or equivalent or instructor permission.

IT 261  Administration of Networks  (5)
The student is introduced to networking and to a detailed study of network administration techniques. This is an applied course in the concepts of local area networks (LANs). The student focuses on configuration of file and print services. Methods and tools for designing, implementing, and maintaining a secure, expandable local area network environments are studied. Microsoft Windows 2003 Server is used as the platform for this course.
Prerequisite: IT-102 and IT-110 both with a grade of ‘C’ or higher, BUS-164.

IT 262  Technical Support of Windows Networks  (5)
A practical course in the installation, configuration, maintenance, and support of Local Area Networks (LANs) using the Windows Network Operating Systems (NOSs). Students explore the hardware and cabling for a secure, expandable network environment. A Microsoft Windows 2003 Server is installed and configured for secure and efficient file, print and application services. The architecture and functionality of the Windows 2003 Server OS are studied. Desktop clients are installed and configured.
Prerequisite: IT-260 and IT-261 both with a grade of ‘C’ or higher.

IT 270  Service and Support Fundamentals  (5)
This course is an introduction to the methodologies and tools for personal computer and Local Area Network (LAN) troubleshooting from a proactive viewpoint. The student studies the methods to identify and repair the most likely causes of network faults caused by user, hardware, and software problems. Disaster Plans, including a Backup Plan, are developed. Quality customer service, journaling and documentation are emphasized. Configuration management and patch/service release installation is learned. Server performance monitoring is discussed.
Prerequisite: IT-260 and IT-261 both with a grade of ‘C’ or higher.
IT 271 Internetworking (5)  
The skills learned in IT 270 are extended to applications on wide-area networks. Equipment, such as client computers, servers, bridges, hubs, switches, routers, and DSU/CSU units, are installed and configured. While the course is not specific to one vendor, many objectives parallel those of the Cisco Certified Network Associate (CCNA) Certification. Prerequisite: IT-270 with a grade of ‘C’ or higher.

IT 274 Network Security Fundamentals (5)  
The Network Security Fundamentals course is an introduction to the various technical and administrative aspects of Information Security and Assurance in a network-centric computing environment. The course provides the foundation for understanding the key issues associated with determining appropriate levels of protection for information and computing assets. The course will also provide information on how to design and manage a secure network infrastructure. Prerequisite: CU-101.

IT 276 Principles of Wireless Networks (5)  
An introduction to the incorporation of wireless technologies and equipment in the development and application of wireless broadband and cellular networks. Prerequisite: IT-260 with a grade of ‘C’ or higher.

IT 280 Advanced Networking Technologies (5)  
This is a capstone course for the Network Administration and Support degree program. Students will use knowledge learned in previous course work to implement a complete secure of cabled and wireless LAN that will include components such as a management server, remote access server, and VPN. Cost analysis of server/network infrastructure will be performed along with various considerations for server clustering and RAID. Prerequisite: IT-262 and IT-271, both with a grade of ‘C’ or higher.

IT 280 Work Internship (5)  
During one quarter of the sophomore year, students can receive college credits for hands-on computer related work experience and training in a private or public sector organization. Prerequisite: Program chair permission.

IT 299 Independent Study and Special Projects (1-5)  
Study on an individual basis. Prerequisite: Program chair permission.

JAPN& 121 Japanese I (5)  
(Formerly JAPAN-101) The first year of the beginning Japanese language sequence of 121, 122, and 123. JAPN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content) Prerequisite: Completion of READ-095 and ENGL-095 with a grade of ‘C’ or higher or assessment at college-level reading and English or instructor permission.

JAPN& 122 Japanese II (5)  
(Formerly JAPAN-102) JAPN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in JAPN&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content) Prerequisite: JAPN&-121 with a grade of ‘C’ or higher, or permission of instructor.

JAPN& 123 Japanese III (5)  
(Formerly JAPAN-123) JAPN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in JAPN&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content) (writing intensive) Prerequisite: JAPN&-122 with a ‘C’ or higher, or permission of instructor.
**Library Science**

**LS 101 Basic Research** (1)  
Acquire the skills needed to use the library’s electronic resources. Learn how to choose a research topic and use the basic features of the library catalog, reference collection, magazine databases and the internet to gather and properly cite high quality information.

**LS 102 Research Methods** (2)  
Learn to meet course-related information needs by developing research strategies and using a broad range of research tools, including the internet. Evaluation of resources and proper citation will be emphasized. Recommended for students who have first-time responsibilities for a research project in another class. NOTE: Sections labeled NUR are for students in the TCC nursing program; others willing to work with a health science focus may be admitted as space permits. Prerequisite: Instructor permission.

**LS 103 Research Problems** (1)  
Learn about the nature of information production and dissemination. Improve your ability to efficiently locate, critically evaluate and properly cite materials from library catalogs, periodicals and other databases and the internet. Recommended for students who have successfully completed LS 101 and/or at least one college-level research project.

**LS 105 Learning in the 21st Century** (5)  
Build skills for successful lifelong learning. Through a quarter-long research project, students will examine various strategies for locating, evaluating, and applying information resources. Information policy issues such as censorship and freedom of information will be explored. This course is typically taught online via the internet.

**Logistics**

**LOG 101 Introduction to Secure Logistics** (5)  
Introduction to various components of logistics including Inventory Management, Materials Handling, Order Processing, Procurement, Transportation Management, and Warehousing. Contemporary issues such as Logistics Information Systems and technologies such as RFID and GPS will be integrated into the course topics. Prerequisite: Assessment at college-level math and English or equivalent.

**LOG 102 Transportation & Distribution** (5)  
This course will introduce students to the role and importance of transportation and distribution of cargo in the nation’s economy and to overview the operations of each mode of the transportation industry. Students will be introduced to the carrier cost structures and operating characteristics, and public policy as it relates to transportation regulations. Practical aspects of transportation and distribution such as planning, routing, scheduling and loading cargo, and adhering to regulatory, safety, security and administrative requirements will be stressed. Prerequisite: College-level English required; LOG-101 recommended.

**LOG 103 Warehousing and Inventory Management** (5)  
This course introduces students to practical concepts of warehousing and inventory management including the types of equipment, storage processes and systems, the technologies used to identify and track units in a warehouse, and the regulations designed to ensure safety in warehouse operations. Students will gain a better understanding of warehouse processes through field trips and/or applied lab exercises. Prerequisite: College-level English required; LOG-101 recommended.

**LOG 110 International Logistics** (3)  
This course is an introduction to International Logistics and how organizations enter into and maintain a global presence. Students will learn global trade strategies and some of the controllable and uncontrollable factors that determine success in a global market. Prerequisite: College-level English required; LOG-101 recommended.

**LOG 112 Importing & Exporting** (3)  
This course is an introduction to the processes and documentation used in importing and exporting products in today’s international marketplace. Prerequisite: College-level English required; LOG-101 recommended.

**LOG 201 Logistics Technology** (5)  
This course is an introduction to Logistics technology including the Auto-1D technologies of bar-coding and RFID. Prerequisite: CU 101.

**LOG 210 Logistics Management** (5)  
This course is a capstone class for students in the Logistics degree program, but is also a very useful elective class for business majors.
Math Advising Resource Center

Math Advising Resource Center (MARC) classes are offered to accompany math classes in which students may benefit from extra help. MARC classes are designed to help students gain the skills necessary to be successful in math classes by providing extra help with math coursework as well as an introduction to math specific study strategies. Each class is two credits. Two MARC classes may be taken concurrently for a total of 4 credits per quarter.

MARC 075 Tools for Review Arithmetic Success (2)
An optional course to be taken concurrently with MATH-075, designed to strengthen both mathematical skills and study skills, and to increase success in this course. Students will work in small groups with coaching from a math tutor and an instructor. Topics include: math study skills, reading a math textbook, overcoming math and test anxiety, learning style evaluation, test taking skills and stress management.
Prerequisite: Must be currently enrolled in MATH-075.

MARC 085 Tools for Introduction to Algebra Success (2)
An optional course to be taken concurrently with MATH-085, designed to strengthen both mathematical skills and study skills, and to increase success in this course. Students will work in small groups with coaching from a math tutor and an instructor. Topics include: math study skills, reading a math textbook, overcoming math and test anxiety, learning style evaluation, test taking skills and stress management.
Prerequisite: Must be currently enrolled in MATH-085.

MARC 090 Tools for Elementary Algebra Success (2)
An optional course to be taken concurrently with MATH-090, designed to strengthen both mathematical skills and study skills, and to increase success in this challenging course. Students will work in small groups with coaching from a math tutor and an instructor. Topics include: math study skills, reading a math textbook, overcoming math and test anxiety, learning style evaluation, test taking skills and stress management.
Prerequisite: Must be currently enrolled in MATH-090.

MARC 099 Tools for Intermediate Algebra Success (2)
An optional course to be taken concurrently with MATH-099, designed to strengthen both mathematical skills and study skills, and to increase success in this challenging course. Students will work in small groups with coaching from a math tutor and an instructor. Topics include: math study skills, reading a math textbook, overcoming math and test anxiety, learning style evaluation, test taking skills and stress management.
Prerequisite: Must be currently enrolled in MATH-099.

MATH 010 Arithmetic and Algebra Review (2)
MATH-010 provides an individualized review of arithmetic and algebra topics based on the assessed needs of the student. Sessions will be led by an instructor with interactive computer software used as the primary mode of presentation. May be taken more than once, and is graded S/U only.
Prerequisite: Instructor permission

MATH 075 Review Arithmetic (5)
(Previously MATH-086) Review of basic mathematics including arithmetic of whole numbers, fractions, decimals, percentages, ratios, proportions and plane geometry. Four-function basic calculator required.
Prerequisite: READ-075 (may be taken concurrently).
MATH 085  Introduction to Elementary Algebra  (5)
(Previously MATH-088) Beginning algebra specifically designed for students with no algebra background. Topics include introduction to variables and signed numbers, solutions to linear equations and inequalities, simplification of algebraic expressions, evaluation and manipulation of formulas, an emphasis on word problems and graphing of linear equations. Scientific calculator required. Prerequisite: READ-085 and MATH-075 or assessment above MATH-075. (Reading prerequisite may be taken concurrently)

MATH 089  Intermediate Algebra  (5)
Topics include linear equations, polynomials, factoring, rational expressions, graphing, and systems of equations. Scientific calculator required. Prerequisite: MATH-085 with a ‘C-’ or higher or assessment above MATH-085; READ-085 with a ‘C-’ or higher or assessment above READ-085.

MATH 090  Elementary Algebra  (5)
Topics include linear equations, polynomials, factoring, rational expressions, graphing, and systems of equations. Scientific calculator required. Prerequisite: MATH-085 with a ‘C-’ or higher or assessment above MATH-085; READ-085 with a ‘C-’ or higher or assessment above READ-085.

MATH 097  Intermediate Algebra for the Liberal Arts  (5)
An alternative to MATH-099 for students going on to MATH&-107, MATH&-146 or MATH-170. Topics include linear, quadratic, exponential and logarithmic functions; equations and their applications; systems of linear equations; radical expressions; and scientific notation. Scientific calculator is required. See schedule or instructor for recommended calculator. Prerequisite: READ-085 and MATH-090 or assessment above MATH-090.

MATH 099  Intermediate Algebra  (5)
Algebraic operations and concepts, solving equations and inequalities including quadratic equations, algebraic fractions, exponents, roots and radicals, graphing of linear and quadratic functions. Scientific calculator required. Prerequisite: MATH-090 with a ‘C-’ or higher or assessment above MATH-090; READ-085 with a ‘C’ or higher or assessment above READ-085.

MATH 106  Ethnomathematics  (5)
An investigation of the use and development of quantitative reasoning within various cultural contexts arising in response to problems, struggles, and endeavors of human survival and development. The cultural contexts to be studied will be taken from around the globe both historically and contemporarily. (multicultural content) Prerequisite: READ-095 and MATH-097 or MATH-099 or TMATH-100 or assessment above MATH-099.

MATH 107  Math in Society  (5)
(Formerly MATH-107) A general education course investigating quantitative reasoning and its applications and role in society. Topics may include graph theory, statistics, coding, game theory, symmetry, and geometric and numerical patterns. Mathematical theory combined with quantitative skills will be used in applications to a variety of problems encountered in mathematics and the world. A thematic approach may be taken in this course. Prerequisite: MATH-097 or TMATH-100 or MATH-099 with a ‘C-’ or higher or assessment above MATH-099; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 113  Introduction to the Graphing Calculator  (1)
An optional course for the college algebra/pre-calculus student introducing uses of the TI-83+/TI-84+ Silver family of calculators, including graphing, solving equations and systems of equations, and interpreting error messages. Prerequisite: READ-095 and MATH 97 or TMATH 100 or MATH 99 or assessment above MATH 99.

MATH 118  Pre-Calculus Problem-Solving  (2)
An optional course to be taken concurrently with MATH&-141, designed to strengthen problem-solving skills and increase student success in this challenging course. Students will work in small groups with coaching from the instructor. Prerequisite: MATH&-141 must be taken concurrently.

MATH& 141  Precalculus I  (5)
(Formerly MATH-115) An emphasis on functions expressed in words, equations, graphs, and tables of values, especially logarithmic, exponential and inverse functions. Also included are translation and composition of functions, absolute value and rational functions, root finding and applications of functions with a view toward the study of calculus. Above average symbolic manipulation skills are assumed as a prerequisite. Technical reading and writing are an important part of this course. Graphing calculator required. Prerequisite: MATH-099 with a ‘C-’ or higher or assessment above MATH-099; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH& 142  Precalculus II  (5)
(Formerly MATH-116) A continuation of Precalculus I. Topics include trigonometric functions, graphs, identities, equations and inverse trigonometric functions along with solutions of triangles, conic sections, parametric equations, and polar coordinates. Graphing calculators are required. Prerequisite: MATH&-141 with a ‘C-’ or higher or assessment above MATH&-141; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH& 146  Introduction to Statistics  (5)
(Formerly MATH-108) Introduction to the basic principles of probability, descriptive statistics, and inferential statistics. Topics include properties of probability, graphical and tabular summaries of data, measures of central tendency and variability, probability distributions, confidence intervals, hypothesis testing, and linear regression. Prerequisite: MATH-097 or TMATH-100 or MATH-099 with a ‘C-’ or higher or assessment above MATH-099; READ-095 with a ‘C’ or higher or assessment above READ-095.
MATH 147 College Algebra for Business and Economics (5)
Pre-calculus course for business majors. Topics include: polynomials, inequalities, rational functions, marginal revenue and costs, matrix algebra, systems of equations, linear programming by graphing and simplex methods, exponential and logarithmic functions, linear regression, and the time value of money. Graphing calculator required. Prerequisite: MATH-099 with a ‘C’ or higher or assessment above MATH-099; READ-095 with a ‘C’ or higher or assessment above READ-095; knowledge of Excel spreadsheets including graphing.

MATH 148 Business Calculus (5)
(Formerly MATH-112) (For students in business, economics, social sciences and other fields requiring a one-quarter survey course in calculus.) Topics include the derivative, rates of change, maxima and minima, the integral and area under curves. Graphing calculator required. See schedule or instructor for recommended calculator. Prerequisite: MATH-147 with a ‘C’ or better or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095; knowledge of Excel spreadsheets including graphing.

MATH 151 Calculus I (5)
(Formerly MATH-124) (Courses must be taken sequentially) Topics of calculus are presented geometrically, numerically, and algebraically. Emphasis is on problem-solving and understanding concepts. There is an emphasis on writing to learn. Students should expect to read and write extensively. Computers and graphing calculators are used as tools to assist the student in learning to think mathematically. MATH&-151 includes topics from polar coordinates, parametric equations, infinite series, and vectors. Graphing calculator required. Prerequisite: MATH&-141 and MATH&-142 with a ‘C’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 152 Calculus II (5)
(Formerly MATH-125) (Courses must be taken sequentially) Topics of calculus are presented geometrically, numerically, and algebraically. Emphasis is on problem-solving and understanding concepts. There is an emphasis on writing to learn. Students should expect to read and write extensively. Computers and graphing calculators are used as tools to assist the student in learning to think mathematically. MATH&-152 includes topics from applications of integration, differentiation and methods of integration including improper integrals. Graphing calculator required. Prerequisite: MATH&-151 with a ‘C’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 153 Calculus III (5)
(Formerly MATH-126) (Courses must be taken sequentially) Topics of calculus are presented geometrically, numerically, and algebraically. Emphasis is on problem-solving and understanding concepts. There is an emphasis on writing to learn. Students should expect to read and write extensively. Computers and graphing calculators are used as tools to assist the student in learning to think mathematically. MATH&-153 includes topics from polar coordinates, parametric equations, infinite series, and vectors. Graphing calculator required. Prerequisite: MATH&-152 with a ‘C’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 170 Math for Elementary School Teachers 1 (5)
A course for prospective teachers focusing on the mathematics underlying modern elementary school math curricula. Topics include deductive reasoning, set theory, whole numbers, fractions, decimals and their operations, and proportion and percentage. Emphasizes deep conceptual understanding, problem solving, and communication of mathematical ideas. Prerequisite: READ-095 and MATH 97 or MATH 099 or assessment above MATH 99.

MATH 171 Math for Elementary School Teachers 2 (5)
A course for prospective teachers focusing on the mathematics underlying modern elementary school math curricula. Topics include geometry, measurement, probability, and statistics. Emphasizes deep conceptual understanding, problem solving and communication of mathematical ideas. Prerequisite: READ-095 and MATH-097 or MATH-099 or assessment above MATH-099.

MATH 210 Discrete Mathematics (5)
This course is intended for math and science students (including computer science students). Topics include logic, methods of proof including induction, set theory, recursion, relations and functions, combinatorics, and cardinality. Prerequisite: MATH&-142 with a ‘C’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 220 Linear Algebra (5)
Topics include linear systems of equations, matrices, determinants, vectors, abstract vector spaces, linear transformations, eigenvectors and applications. Graphing calculator required. Prerequisite: MATH&-153 with a ‘C’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

MATH 238 Elements of Differential Equations (5)
Methods of solving linear and nonlinear systems of first-order differential equations and higher-order linear differential equations including numerical approximations and Laplace Transforms. Initial condition and boundary value problems and application problems are also included. Graphing calculator required. Prerequisite: MATH&-153 with a ‘C’ or higher; READ-095 with a ‘C’ or higher or assessment above READ-095.
Math: Technical

TMATH 100  Mathematics for the Health Sciences  (5)
An intermediate algebra-based course for Health Science students, satisfying the requirements for the nursing, radiology and respiratory therapy programs. Topics will cover graphing and graph analysis; linear, exponential, and logarithmic functions; roots; unit conversions, scientific notation, and variation; biostatistics; applications involving various algebraic concepts applied specifically to the Health Science fields. Scientific calculator required. See schedule or instructor for recommended calculator.
Prerequisite: Prerequisite: READ-095 and MATH-090 or assessment above MATH-090.

TMATH 103  Calculus IV  (5)
(Formerly MATH-224) Topics of multivariable calculus are presented geometrically, numerically, and algebraically. Emphasis is on problem-solving and understanding concepts. Computers and graphing calculators are used as tools to assist the student in learning to think mathematically. Topics include cylindrical and spherical coordinates, vector valued functions, functions of several variables, partial differentiation, gradients, and double and triple integrals and vector calculus, including Green’s and Stokes’ theorems.
Graphing calculator required.
Prerequisite: MATH&-153 with a ‘C-’ or higher or CL2 MATH placement and instructor permission; READ-095 with a ‘C’ or higher or assessment above READ-095.

Note: Courses are offered at Gig Harbor Campus in lab and/or online format.

MO 100  Medical Office Procedures  (3)
A basic class that covers customary daily activities of a medical office including computerized appointment setting, insurance verification and compliance, chart maintenance, filing, telephone skills, confidentiality, patient referrals, and being part of the health care team.
Prerequisite: HIM-130 or concurrent enrollment; CU-100 or equivalent; assessment at college-level in reading and English.

MO 101  Medical Office Professional Development  (2)
This course provides students with an overview of issues and trends in medical transcription, office procedures and health information, including productivity requirements, quality assurance practices, equipment and software technology, stress management, privacy, confidentiality, HIPAA regulations and documentation.
Prerequisite: HT-130 or concurrent enrollment; or instructor permission.

MO 102  Medical Transcription III  (3)
A sequential course involving skills in word processing and machine transcription of medical reports for hospitals, clinics and physicians offices; including transcription of actual physician dictation in history/physical examinations, consultations, x-ray reports, operative reports and discharge summaries with academic study of selected terminology, medical report format and use of medical references.
Prerequisite: MO-140, MO-141, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 107  Medical Reimbursement I  (3)
Medical Billing I is a sequential course that provides specific instruction focused on the process of billing and reimbursement. Students will become familiar with posting accounts payable and receivable, differentiating between coding classification systems, accurately completing manual and electronic claims forms and analyzing data from ancillary documents.
Prerequisite: College-level reading and English, completion of MATH-086 or equivalent, CU-100 or equivalent.

MO 108  Medical Reimbursement II  (3)
A sequential course involving skills in word processing and machine transcription of medical reports for hospitals, clinics and physicians offices; including transcription of actual physician dictation in history/physical examinations, consultations, x-ray reports, operative reports and discharge summaries with academic study of selected terminology, medical report format and use of medical references.
Prerequisite: MO-140 ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 109  Medical Reimbursement III  (3)
A sequential course involving skills in word processing and machine transcription of medical reports for hospitals, clinics and physicians offices; including transcription of actual physician dictation in history/physical examinations, consultations, x-ray reports, operative reports and discharge summaries with academic study of selected terminology, medical report format and use of medical references.
Prerequisite: MO-140, MO-141, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 110  Medical Reimbursement IV  (3)
A sequential course involving skills in word processing and machine transcription of medical reports for hospitals, clinics and physicians offices; including transcription of actual physician dictation in history/physical examinations, consultations, x-ray reports, operative reports and discharge summaries with academic study of selected terminology, medical report format and use of medical references.
Prerequisite: MO-140, MO-141, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 111  Medical Reimbursement V  (3)
A sequential course involving skills in word processing and machine transcription of medical reports for hospitals, clinics and physicians offices; including transcription of actual physician dictation in history/physical examinations, consultations, x-ray reports, operative reports and discharge summaries with academic study of selected terminology, medical report format and use of medical references.
Prerequisite: MO-140, MO-141, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.
MO 140  Medical Reimbursement II  (3)
Medical Billing II is a sequential course that provides specific instruction focused on the process of billing and reimbursement. Students will become familiar with posting accounts payable and receivable, differentiating between coding classification systems, accurately completing manual and electronic claims forms, and analyzing data from ancillary documents.
Prerequisite: College-level Reading and English, completion of MATH-086 or equivalent, CU-100 or equivalent, completion of MO-147 with a ‘C’ or higher.

MO 159  Introduction to Medical Coding for Ambulatory Services  (3)
Introduction to diagnosis and procedural coding used in hospitals, physicians’ offices and medical clinics serving outpatients. Familiarization with basic coding concepts and applications for ICD-9-CM disease and procedure coding and CPT coding. Emphasis is on CPT ambulatory services coding.
Prerequisite: HT-130 or equivalent, or concurrent enrollment; or instructor permission.

MO 160  Medical Transcription Lab I  (2)
A beginning course developing machine transcription skills in transcribing medical reports for hospitals, clinics, and physician offices using a word processor.
Prerequisite: ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 161  Medical Transcription Lab II  (2)
An intermediate lab course developing word processing and machine transcription skills in transcribing medical reports for hospitals, clinics, and physician offices. Transcription of actual physician dictation in clinic notes, procedure notes, history/physical examinations, consultations, radiology reports, pathology reports, and discharge summaries with continuing study of selected terminology, medical report format, and use of medical references.
Prerequisite: MO-140, MO-160, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 162  Medical Transcription Lab III  (2)
An advanced lab course using word processing and machine transcription of medical reports for hospitals, clinics, and physician offices including transcription of actual physician dictation in history and physical examinations, consultations, radiology reports, operative reports, and discharge summaries with academic study of selected terminology, medical report format and technological advances.
Prerequisite: MO-140, MO-140, MO-160, MO-161, ENGL&-101, HIM-130, and typing speed of 45 wpm (or word processing skills); and CU-105 (or concurrent enrollment); or instructor permission.

MO 241  Clinical Applications for Medical Office Professional & Medical Transcriptionist  (5)
Work internships for the Medical Office Professional and Medical Transcriptionist programs provide students the opportunity to apply their training and skills. Students spend a total of 150 hours in supervised practical experience in health care facilities. Internship should be the culmination of course work. Students must provide their own transportation.
Prerequisite: Instructor permission required.

MO 299  Individual Study in Medical Office Transcription  (1-5)
An independent learning activity, designed jointly by student and instructor, to improve and/or increase the knowledge and skill of the medical office or transcription student.
Prerequisite: Instructor permission.

Music

MUSC 100  Fundamentals of Music  (5)
(Formerly MUS-100) This introductory class covers the basics of reading and understanding music. Pitch names, rhythmic notation, basic terminology, keyboarding, singing, intervals, and scales. This class is beneficial to students with a limited or no musical background.

MUSC 105  Music Appreciation  (5)
(Formerly MUS-107) (For the general college student; recommended for education majors.) A nontechnical basis for enjoyable listening to music with understanding; illustrated lectures with supplementary reading and listening experiences to foster understanding of common musical forms, idioms, periods and styles.

MUSC 120  Music in the Classroom  (5)
(Formerly MUS-120) Designed to educate elementary education majors in practices with which they might implement music into their classroom, this course will encompass individual music lesson plans as well as techniques to utilize music within other classroom subjects. Students will lead songs, lessons and exercises which will require performance before the class.

MUSC 123  Class Applied Music: Guitar  (1)
(Formerly MUS-123) Class instruction in performance. Beginning and Intermediate sections offered each quarter.

MUSC 124  Class Applied Music: Piano I  (1)
(Formerly MUS-124) Class instruction for the beginning piano student. Development of physical skills required for performance on keyboard instruments as well as an emphasis on reading music and an understanding of basic music theory.

MUSC 125  Class Applied Music: Piano II  (1)
(Formerly MUS-125) Class instruction in beginning piano; the second course in a series of three.
Prerequisite: MUSC-124 or instructor permission.
MUSC 128  Class Applied Music: Piano III (1)
(Formerly MUS-126) Class instruction in beginning piano; the third course in a series of three.
Prerequisite: MUSC-125 or instructor permission.

MUSC 130  Private Vocal or Instrumental Instruction (1)
(Formerly MUS-130) Additional variable fee ($150-$200). Private instruction for credit.
Students are expected to pay a variable fee to the private instructor over and above the cost of course credit. May be taken three times on same instrument.
Prerequisite: Music department chair permission.

MUSC 141  Music Theory I (5)
(Formerly MUS-101) Recommended for all music majors and minors, but open to all students who have some music experience. Introduction to the materials of music, including notation, scales, intervals, diatonic triads, and rhythm. Includes development of elementary ear-training, sight-singing, and keyboard skills.

MUSC 142  Music Theory II (5)
(Formerly MUS-102) Introduction to the study of diatonic harmony. Analysis of 18th and 19th century harmonic usage; composition exercises stressing correct voice-leading and chord succession. Further development of aural skills through ear-training, sight-singing and keyboard practice. Prerequisite: MUSC-141 or instructor permission.

MUSC 143  Music Theory III (5)
(Formerly MUS-103) Continuation and completion of study of diatonic harmony through analysis and composition exercises. Further development of aural skills through ear-training, sight-singing and keyboard practice. Supplemental topics dealing with diatonic modes and the smaller formal archetypes. Prerequisite: MUSC-142 or instructor permission.

MUSC 150  Special Topics in Music (5)
Study of the important contributions of a selected music genre, time period or culture to the world’s music. Sample topics: American Music, Scandinavian Music, History of Jazz, The Symphony, History of Rock and Roll, etc. May be repeated twice (different topics).

MUSC 160  Chamber Orchestra (2)
(Formerly MUS-160) Preparation and performance of chamber orchestra music. This ensemble performs at least three times a year on campus.
Prerequisite: Audition or instructor permission.

MUSC 165  Independent Orchestra (3)
Preparation and performance of chamber orchestra music. This ensemble performs at least three times a year on campus.
Prerequisite: Permission of Music department chairperson and the conductor of community musical group. A written contract between the Music department chairperson and the student describing the nature and method of independent study must be completed prior to registration.

MUSC 166  Independent Choral (3)
This three-credit course is intended for vocal students who participate in an approved off-campus community choir (see Music Chair for other approved groups) that holds regular rehearsals, works on standard choir literature, and performs in a public concert at least once per quarter. Graded S or U. May be repeated three times.
Prerequisite: Permission of Music department chairperson and the student describing the nature and method of independent study must be completed prior to registration.

MUSC 170  TCC Singer (1-3)
(Formerly MUS-170) Mixed chorus which rehearses and performs a broad variety of both sacred and secular choral music. One concert on-campus each quarter. Open to all singers; previous choral experience helpful but not essential.
Prerequisite: Three quarters of MUSC-170 for 270.

MUSC 175  Gospel Choir (2)
A mixed chorus which rehearses and performs music specifically within the gospel genre. One concert on-campus each quarter. Open to all singers; previous choral experience helpful but not essential.
Prerequisite: Audition or instructor permission.

MUSC 180  TCC Voices (1-3)
(Formerly MUS-180) A small vocal ensemble whose members are selected by audition.
Known for their versatility and polished performances, this group sings both on and off campus several times each quarter.
Prerequisite: Instructor permission and concurrent enrollment in MUSC-170/270, three quarters of MUSC-180 for 280.

MUSC 230  Private Vocal or Instrumental Instruction (1)
(Formerly MUS-230) Additional Variable Fee ($150-$200). Private instruction for credit.
Students are expected to pay a variable fee to the private instructor over and above the cost of course credit. May be taken three times on same instrument.
Prerequisite: Music Dept. chair permission.

MUSC 260  Chamber Orchestra (2)
(Formerly MUS-260) Preparation and performance of chamber orchestra music. This ensemble performs at least three times a year on campus.
Prerequisite: Audition or instructor permission.

MUSC 270  TCC Voices (1-3)
(Formerly MUS-270) Mixed chorus which rehearses and performs a broad variety of both sacred and secular choral music. One concert on-campus each quarter. Open to all singers; previous choral experience helpful but not essential.
Prerequisite: Three quarters of MUSC-170 for 270.

MUSC 280  TCC Voices (1-3)
(Formerly MUS-280) A small vocal ensemble whose members are selected by audition.
Known for their versatility and polished performances, this group sings both on and off campus several times each quarter.
Prerequisite: Instructor permission and concurrent enrollment in MUSC-170/270, three quarters of MUSC-180 for 280.

MUSC 290  Symphonic Band (2)
(Formerly MUS-290) This traditional concert band is made up of woodwind, brass, and percussion instruments. It is dedicated to performing a wide variety of traditional and contemporary works for wind band.
Instrument experience and basic note reading is needed to participate in this class.
Prerequisite: Audition only - Instructor approval required.
MUSC 291  Jazz Band  (1)
(Formerly MUS-291) This jazz big band is made up of saxophones, trumpets, trombones, and rhythm section instruments. It is dedicated to performing a wide variety of traditional and contemporary styles of jazz music. Auditions are required.
Prerequisite: Audition only - instructor approval needed.

MUSC 299  Independent Study  (1-5)
Individual study, project-oriented for advanced music students.
Prerequisite: Instructor permission.
NURS 132  Nursing III: Caring for the Childbearing Family - Clinical (5)
Clinical course provides learning experiences with the childbearing family and clients with reproductive disorders, primarily in acute care settings. Growth and development of these clients will be expanded. The principles of the nursing process, nutrition, cultural sensitivity, pharmacology, health teaching, caring and communication are integrated throughout.
Prerequisite: NURS-121, NURS-122, NURS-123, and NURS-142, NURS-131 (or taken concurrently).

NURS 133  Nursing Interventions III: Advanced Skills (1)
Supervised practice and check off under simulated conditions for nursing skills and procedures commonly encountered in the hospital setting such as: intravenous medication administration, central lines, tracheostomy care and blood administration.
Prerequisite: NURS-121, NURS-122, NURS-123, and NURS-142, NURS-131 (or taken concurrently).

NURS 141  Nursing Focus I: Gerontological Nursing (1)
Concepts of gerontological nursing care are presented in this course. Emphasis is on the physical, psychological, social, and developmental changes that occur with aging.
Prerequisite: Admittance to the Nursing program.

NURS 142  Nursing Focus II: Pharmacology I (1)
This course will introduce nursing students to the basics of clinical pharmacology including dosage calculations, pharmacokinetics, drug classifications and references. Information will be presented on: anti-infectives, neurosensory, pain/comfort, and food/fluid drugs.
Prerequisite: NURS-111, NURS-112, NURS-113, NURS-141 or instructor permission.

NURS 143  Nursing Focus III: Pharmacology II (1)
This course is a continuation of NURS 142, Pharmacology I. The basics of clinical pharmacology are expanded. Information will be presented on respiration, circulation, neurosensory and food/fluid drugs.
Prerequisite: NURS-121, NURS-122, NURS-123, NURS-142 or instructor permission.

NURS 210  LPN - ADN Articulation II (Bridge) (3)
Articulation (bridge) course for LPNs entering the ADN program at the fourth quarter. The following concepts are discussed: role transition, wellness - illness continuum, nursing process, caring behaviors, prevention concepts, dosage calculations, intravenous administration, fluid and electrolyte balance, history and physical assessment based upon NANDA diagnostic categories, cultural and ethnic concerns, and selected medical conditions.
Prerequisite: LPN licensure, Mobility testing indicating 4th qtr. entry, and admission to the Nursing program.

NURS 211  Nursing IV: Caring for the Client with Acute Problems - Theory (5)
Didactic course provides learning experiences with adult clients with acute, complex problems. Concepts related to care of the client with major injuries and illness or system failure are discussed. Principles of the nursing process, growth and development, nutrition, cultural sensitivity, pharmacology, health teaching, caring and communication are integrated throughout.
Prerequisite: NURS-131, NURS-132, NURS-133, NURS-143 or instructor permission.

NURS 212  Nursing IV: Caring for the Client with Acute Problems - Clinical (5)
Clinical course provides learning experiences with adult clients with acute, complex problems. Concepts related to care of the client with major injuries and illness or system failure are discussed. Principles of the nursing process, growth and development, nutrition, cultural sensitivity, pharmacology, health teaching, caring and communication are integrated throughout.
Prerequisite: NURS-131, NURS-132, NURS-133, NURS-143 or instructor permission.

NURS 221  Nursing V: Caring for the Client with Chronic Problems - Theory (6)
Didactic course provides experiences for the client with chronic physical and mental disorders across the lifespan. Emphasis is on self-awareness and respect for the dignity of the individual. Principles of the nursing process, growth and development, nutrition, cultural sensitivity, pharmacology, health teaching, caring and communication are integrated throughout.
Prerequisite: NURS-211, NURS-212, NURS-241/ NURS-221 (or taken concurrently).

NURS 222  Nursing V: Caring for the Client with Chronic Problems - Clinical (5)
Clinical course provides learning experiences for the client with chronic physical and mental disorders across the lifespan. Emphasis is on self-awareness and respect for the dignity of the individual. Principles of the nursing process, growth and development, nutrition, cultural sensitivity, pharmacology, health teaching, caring and communication are integrated throughout.
Prerequisite: NURS-211, NURS-212, NURS-241/ NURS-221 (or taken concurrently).

NURS 223  Preparation for RN Licensure (1)
A seminar to prepare students for the National Council Licensure Exam-RN (NCLEX-RN). The course includes assessment of both nursing knowledge and critical thinking skills.
Prerequisite: NURS-221, NURS-222 and NURS-242 or instructor permission.
NURS 241  Nursing Focus IV:  
Leadership and Management  (2)
Leadership skills associated with patient care management are introduced. Concepts discussed will include: supervision, delegation, conflict resolution, leadership styles, quality assurance, responsibility, accountability, and collaboration.
Prerequisite: NURS-131, NURS-132, NURS-133 and NURS-143 or instructor permission.

NURS 242  Nursing Focus V: End of Life Care  (2)
This course provides learning experiences for the client at the end of life. Course will include both ‘high tech’ and ‘high touch’ situations and the ethical dilemmas associated with each. The principles of communication, ethics, legal aspects, symptom management, cultural and spiritual competence regarding death are integrated.
Prerequisite: NURS-211, NURS-212 and NURS-241 or instructor permission.

NURS 243  Nursing Focus VI: Trends and Issues  (2)
This course will include a presentation of concepts necessary to become a member of the discipline of nursing. Ethical-legal issues, health care trends both nationally and globally, political awareness and collaboration with health care team members will be the primary topics.
Prerequisite: NURS-221, NURS-222 and NURS-242 or instructor permission.

NURS 260  Advanced IV Therapy Skills  (1)
This course provides advanced content related to the care of clients receiving intravenous fluids. Concepts related to selecting solutions, managing common complications, legal/ethical considerations, infection control, managing catheters and implanted port devices are discussed. Principles of the nursing process, growth and development, nutrition, pharmacology and health teaching are integrated.
Prerequisite: NURS-221, 222 and 242 or instructor permission.

NURS 261  Summer Nursing Internship  (5)
This course includes an experience with a staff nurse as a mentor or preceptor in a selected clinical area of a health care system.
Prerequisite: NURS-221, NURS-222 or instructor permission.

NURS 271  Dosage Calculations  (2)
This is an online course for students in the medical fields, covering drug dosage calculation using formulas, ratio proportion, and dimensional analysis. Included in this course is preparation of adult and pediatric dosages for oral, enteral, intramuscular, subcutaneous, and intravenous administration. Metric conversion, to and from other measurement systems, is covered. Student will learn how to read drug labels as well as measure medications in syringes and medication cups.

NURS 259  Individualized Studies in Nursing  (1-5)
Independent learning activity designed jointly by student and instructor to improve and/or increase the knowledge and skill of the learner.
Prerequisite: Instructor permission.

NUTR 101  Human Nutrition  (5)
(Formerly NUTR-161) A scientific study of human nutrition, with an emphasis on a chemical understanding of the major nutrients, a biologic understanding of the gastrointestinal tract and a practical understanding of dietary needs throughout life. Laboratory sessions will include the use of a computer database for dietary analysis.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C-’ or higher; or equivalent assessment in these areas. BIOL&-100 and CHEM&-110 highly recommended.
Oceanography

Students seeking courses for general interest or degree distribution requirements may consider OCEA& 101 and OCEA 179 for the Associate in Arts and Sciences, General Studies, Applied Sciences and Technical Arts degrees. Students intending to major in Oceanography at a baccalaureate institution should consult with the Earth Sciences advisor.

OCEA 101 Introduction to Oceanography (5)
(Formerly OCEAN-101) Focuses on topics such as the origin of ocean basins, seawater chemistry, atmospheric and oceanic circulation, waves, and marine ecosystems. The laboratory centers on investigations of oceanographic phenomena and includes local field trips.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C’ or higher; or equivalent assessment in these areas.

OCEA 179 Special Topics in Oceanography (2)
These are seminars designed to provide Oceanography students with the opportunity to study selected oceanography topics and techniques. Topics and/or techniques covered will generally be determined by the instructor but may also reflect the expressed need or interest of students in the earth science program.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C’ or higher; or equivalent assessment in these areas.

OCEA 299 Individual Study in Oceanography (1-5)
Study of oceanographic topics on an individual basis.
Prerequisite: OCEA&-101 and instructor permission.

Paraeducator, Early Childhood Emphasis

EDP 100 Introduction to Early Childhood Education (3)
An overview of the early childhood field from personal and historical perspectives. Also includes current issues, trends, and best practice.

EDP 101 Effective Instruction I (3)
Provides an introduction to the elements of learning in young children, including room arrangement, scheduling and materials.

EDP 102 Effective Instruction II (3)
An introduction to effective teaching strategies and curriculum planning for early childhood classrooms.
Prerequisite: EDP-100 and EDP-101

EDP 103 Basic Child Care Provider Training (2)
Provides students with basic training in the areas of child growth and development; child guidance; health; and safety to meet state requirements for working in a childcare setting.

EDP 104 Essentials I (3)
Exploration of the personal characteristics, responsibilities and rewards for individuals working with young children and examines the basic concepts of development and normal development characteristics of children from birth through age 5 to be used as a foundation for planning appropriate activities and establishing appropriate expectations of children at various ages.

EDP 105 Essentials II (3)
Development and planning of a safe, healthy environment that invites learning and provides positive ways to support children’s social and emotional development.

EDP 106 Essentials III (3)
Explores ways of advancing physical and intellectual competence of children, establishing positive and productive relationships with families and ensuring a well-run and purposeful program responsive to participant needs.

EDP 112 Curriculum Development (3)
Development and planning of curriculum for early childhood programs; includes emergent curriculum and inclusion of family culture and ideas.
Prerequisite: EDP-100, 101, and 102.

EDP 121 Child, Family and Community Relations I - Creating Community Among Adults in Early Care Settings (1)
Early care and education professionals will learn about the importance of adult relationships in child care and early learning settings.

EDP 122 Child, Family and Community Relations II Building a Caring Community with Children (1)
Caregivers will learn about concepts and the value of the caregiver-child relationship. The course will focus on caregiving practices to strengthen and build skills to promote positive interactions and relationships.

EDP 123 Child, Family and Community Relations III Building Quality Relationships with Families (1)
Caregivers will explore ways to form culturally-responsive partnerships with families and parents.

EDP 130 Individual and Cultural Diversity (2)
An exploration of diversity issues and their application to children and early childhood education programming. (multicultural content)

EDP 140 Child Guidance (3)
An exploration of preventive and effective behavior guidance techniques for working with young children. Emphasis is on positive self-image and communication.

EDP 141 Guiding Behavior of Young Children I - Understanding Behaviors and Building Relationships with Children (1)
Course is structured around understanding behaviors and building relationships with young children. It will focus on: relationship-based care; influences on child’s behavior; goals of mistaken behavior; temperament; and a personal philosophy of guidance for young children. Completion of EDP-141, 142, 143 will be equivalent to EDP-140.
### Credit Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDP 142</td>
<td>Guiding Behavior of Young Children II - The Encouraging Classroom (1)</td>
<td>This course is focused on using the environment to support children’s positive behavior, developmentally appropriate guidance practices, guidance vs. punishment, and involving families to support children’s social and emotional growth. Completion of EDP-141, 142, 143 will be equivalent to EDP-140.</td>
</tr>
<tr>
<td>EDP 143</td>
<td>Guiding Behavior of Young Children III - Positive Guidance (1)</td>
<td>This course focuses on positive communication and direct guidance techniques to support children’s social/emotional development and strategies for specific challenging behaviors. Completion of EDP-141, 142, 143 will be equivalent to EDP-140.</td>
</tr>
<tr>
<td>EDP 190</td>
<td>Early Childhood Clinical Experience (5)</td>
<td>Clinical experience that provides students the opportunity to observe and practice the skills, theories and behaviors taught in the coursework for the child development specialist certificate. May be taken three quarters concurrently with EDP 104, 105 and 106. Prerequisite: Must be taken concurrently with EDP-104, 105 and 106.</td>
</tr>
<tr>
<td>EDP 202</td>
<td>Family Health, Nutrition and Safety (3)</td>
<td>A practical study of health, safety, and nutrition for paraeducator students. Includes prevention, emergency management, and family-centered services utilizing a wellness model.</td>
</tr>
<tr>
<td>EDP 203</td>
<td>Family Systems and Support Services (3)</td>
<td>An introduction to family systems and family dynamics as they relate to working with children and families in the early childhood education setting; includes exploration of available community support resources.</td>
</tr>
<tr>
<td>EDP 204</td>
<td>Effective Communication with Families (3)</td>
<td>Explores effective communication techniques for interacting with children and families in the early childhood education setting; includes an introduction to small group facilitation, and crisis intervention.</td>
</tr>
<tr>
<td>EDP 211</td>
<td>Administration of Early Learning Programs I - Program Administration (1)</td>
<td>This course emphasizes the technical knowledge necessary to develop and maintain a quality early care and education program. It focuses on planning, developing and managing a center; and meeting licensing, accreditation regulations and guidelines.</td>
</tr>
<tr>
<td>EDP 212</td>
<td>Administration of Early Learning Programs II - Operation of Children’s Programs (1)</td>
<td>This course focuses on the operation of children’s programs in early learning centers. It addresses the grouping of children; creating developmentally appropriate curriculum that is relevant for children for birth through age eight; and implementing a food program.</td>
</tr>
<tr>
<td>EDP 213</td>
<td>Administration of Early Learning Programs III - Staffing and Professional Development (1)</td>
<td>This course addresses staff recruitment, retention, support, and supervision which will lay a foundation for positive personnel management. Professional responsibilities such as cultural responsiveness and reflective practice are also examined.</td>
</tr>
<tr>
<td>ADLJ 150</td>
<td>Paralegal Fundamentals and Ethics (5)</td>
<td>Students will be introduced to the varied and rewarding responsibilities of a paralegal. Topics will cover careers in the legal community, paralegal organizations, ethics and professional responsibility, paralegal skills, sources of American law, specific areas of law, and preparation for the internship. Prerequisite: Assessment at college-level English and reading.</td>
</tr>
<tr>
<td>ADLJ 151</td>
<td>Legal Research and Writing I (5)</td>
<td>An introduction to developing simple, yet effective methods of conducting legal research by using general and legal reference material. Students will participate in a series of exercises that include finding regulations, statutes, and case decisions in books and through computer-assisted legal research; identifying legal problems; shepardizing cases; researching legal encyclopedias, digests, reporters, and annotated codes. Primary, secondary, mandatory, and persuasive authority will be covered. Students will learn how to brief cases and prepare legal memoranda with emphasis on using reference material for Washington State. This is the first of two required legal research and writing courses in the paralegal program. Prerequisite: Assessment at college-level English and reading.</td>
</tr>
</tbody>
</table>
ADLJ 152  Introduction to Civil Law (5)
This course is designed to introduce the student to the foundations of civil law that include substantive and procedural issues, jurisdiction, the law of contracts, property law, family law, torts and personal injury, products liability, business law, estates and probate, and the legal profession. Classroom activities will include case analysis, the examination and assessment of legal documents, the examination of the Washington Uniform Commercial Code Title 62A, and relevant class projects pertaining to these areas.
Prerequisite: Assessment at college-level English and reading.

ADLJ 153  Civil Procedure I (5)
Students will be introduced to procedural requirements in the litigation process with an emphasis on skills and knowledge essential to the paralegal. Statutes and court rules will be examined as well as legal pleadings and documents for filing a lawsuit, discovery, pretrial motions, negotiation and pretrial conferences, the trial, and appeals.
Prerequisite: ADLJ 149.

ADLJ 154  Computer Applications in the Law (3)
This course is an introduction to computer technology and its applications within a law firm. Students will have the opportunity to sample programs of Microsoft Office Suite as well as timekeeping, docket control, and case management software. This class is taught in a lecture format, on-line, and with a lab component. Tips and techniques for using software typically found in the law office are provided in addition to hands-on work with industry-specific software applications.
Prerequisite: Assessment at college-level English and reading, CU-105 or CU-102/103/104.

ADLJ 155  Health/Dealing With Stress (1)
This is a self-paced, independent study course that covers the basics of maintaining physical and mental health while coping with stress.
Prerequisite: Assessment of college-level English and reading.

ADLJ 221  Family Law (3)
This class provides a basic understanding of the laws and procedures involved in dissolution of marriage (divorce), child custody, child support, third party custody, paternity and adoption cases. Students will learn methods and techniques for interviewing and dealing with clients and professionals, become familiar with Washington State statutes as well as state and local court rules governing family law issues and procedures, learn how to prepare the proper pleadings for a given situation using Washington State patterned forms, and learn how to prepare child support worksheets and calculate child support using the Washington State Child Support Schedule. The approach will be from the standpoint of both the petitioner and respondent.
Prerequisite: Assessment at college-level English and reading.

ADLJ 222  Probate/Estate Planning (3)
Estate planning involves the financial and health care arrangements that are made during a person’s lifetime as well as the preparation for transfer of that person’s assets at death. Probate is the process of proving the validity of a will and ensuring that the instructions in a valid will are carried out. Students will develop knowledge and skills for the drafting of wills and trusts and for the procedural requirements of the probate process.
Prerequisite: Assessment at college-level English and reading.

ADLJ 223  Alternative Dispute Resolution (ADR) (3)
Alternative Dispute Resolution is a method of resolving disputes before they go to trial. Negotiation, mediation and arbitration are forms of ADR. Paralegals may qualify as mediators and directly assist parties in reaching an agreement. Other paralegals will assist attorneys in this fast growing method of settling disputes. Students will become familiar with the ADR laws in Washington State.
Prerequisite: Prerequisite: Assessment at college-level English and reading.

ADLJ 224  Real Estate Law (3)
An introduction to law and legal systems as related to real estate transactions. Major topics include forms of ownership; title, transfers and insurance; fraud, deceit and misrepresentation; contract law and documents; real estate security documents; and duties and liabilities of licensees.
Prerequisite: Assessment at college-level English and reading.

ADLJ 225  Bankruptcy Law (3)
Bankruptcy law is federal law with the proceedings taking place in the federal court system. Students will learn about the various types of relief for both individuals and businesses. They will gain knowledge and skills necessary for interviewing the debtor, reviewing creditors’ claims, and preparing the documents for submission to the bankruptcy court.
Prerequisite: Assessment at college-level English and reading.

ADLJ 226  Administrative Law (3)
Administrative law consists of the rules, orders, and decisions of administrative agencies at all levels of government. Students will learn how to research and analyze agency regulations to assist clients in their business activities, clients pursuing a claim against an employer, or clients seeking government benefits.
Prerequisite: Assessment at college-level English and reading.

ADLJ 227  Employment and Labor Law (3)
Employment and labor law includes laws governing health and safety in the workplace, labor unions and union-management relations, employment discrimination, wrongful employment termination, pension plans, retirement and disability income (Social Security), employee privacy rights, the minimum wage, and overtime wages. Students will research Washington State workers’ compensation statutes and learn about agencies where paralegals may represent clients during agency hearings.
Prerequisite: Assessment at college-level English and reading.
ADLJ 230  Business Organization/Corporations (3)
Today’s business owners may choose among a variety of business entities for business formation. Besides the traditional sole proprietorship, partnership, and corporation, owners may form limited liability companies and limited liability partnerships. Students will learn about the different relationships, rights, obligations, and regulatory schemes of the various entities. In corporate law, students will develop knowledge and skill in preparing articles of incorporation, drafting corporate bylaws, preparing minutes of corporate meetings, drafting shareholder proposals, reviewing documents relating to the sale of corporate securities, assisting with corporate mergers and acquisitions, and filing papers necessary to terminate a corporation.
Prerequisite: Assessment at college-level English and reading.

ADLJ 231  Contracts/Commercial Transactions (3)
Following traditional instruction methodology as supplemented with practical law office skill development, the course outlines prerequisites of contracting parties and applicable law(s), contract formation, contract performance, breach of contract and available remedies. The course introduces the students to commercial transactions including application and analysis under the Uniform Commercial Code (RCW Chapter 62A).
Prerequisite: Assessment at college-level English and reading.

ADLJ 232  Interviewing and Investigations (5)
Students are introduced to the legal contexts in which interviewing and investigating skills are utilized. Great emphasis is placed on the development of communication skills for interviewing and the use of resources available for investigating, particularly internet resources. Students will walk step by step through an investigation by learning how to plan an investigation; handle evidence; identify and locate witnesses; conduct interviews; and locate, evaluate and work with expert witnesses.
Prerequisite: Assessment at college-level English and reading.

ADLJ 233  Internship I - Paralegal (5)
The internship program offers students the opportunity to gain valuable experience in the paralegal profession. Law offices, state and local agencies, and legal departments of corporations can serve as field placement facilities. Students must obtain the program chair’s approval to enroll.
Prerequisite: ADLJ-150, ADLJ-152, ADLJ-153, ADLJ-154, OFFCE-106 and instructor permission.

ADLJ 234  Internship II - Paralegal (5)
The internship program offers students the opportunity to gain valuable experience in the paralegal profession. Law offices, state and local agencies, and legal departments of corporations can serve as field placement facilities. Students must obtain the program chair’s approval to enroll.
Prerequisite: Successful completion of ADLJ-233; Instructor permission.

ADLJ 239  Transition Planning (1)
Students take this course shortly before they complete the program. Students will update their portfolios, which contain their resumes and self-evaluations; review Codes of Ethics; search the job market; research the changes in the paralegal profession; and evaluate the program.
Prerequisite: ADLJ-150, ADLJ-152, ADLJ-153, OFFCE-106 and instructor permission.

ADLJ 251  Legal Research and Writing II (3)
Building on the research and writing skills acquired in ADLJ 151, students prepare a persuasive brief for the trial court. Emphasis is placed on in-depth research of primary and secondary authorities, shepardizing, formatting of documents, citation of legal resources, and strategies for effective writing.
Prerequisite: ADLJ-251.

ADLJ 253  Civil Procedure II (5)
This class is a continuation of Civil Procedure I. It emphasizes the civil rules of procedure for the State of Washington and the local civil rules for Pierce County. The curriculum moves logically through the litigation process, covering discovery, trial preparation, and post-trial relief.
Prerequisite: ADLJ-153.

PHARM 109  Pharmacy Technology and Practice I (8)
Provides students with the knowledge and skills needed to perform both inpatient and outpatient technical pharmacy tasks. Sterile products and aseptic techniques are taught. Work safety and security as it pertains to the Pharmacy Department is also included. Introduces the student to pharmacy technology as a career, including history, ethics, pharmacy law and regulations pertaining to Pharmacy Technicians.
Prerequisite: Admittance into Pharmacy Technician program.

PHARM 110  Pharmacy Technology and Practice II (7)
Provides students with the knowledge and skills needed to perform both inpatient and outpatient technical pharmacy tasks. Sterile products and aseptic techniques are taught. Work safety and security as it pertains to the Pharmacy Department is also included. Introduces the student to pharmacy technology as a career, including history, ethics, pharmacy law and regulations pertaining to Pharmacy Technicians.
Prerequisite: Admittance into Pharmacy Technician program.

PHARM 112  Pharmacy Technology and Practice III (1)
Provides students with the knowledge and skills needed to perform both inpatient and outpatient technical pharmacy tasks. Sterile products and aseptic techniques are taught. Work safety and security as it pertains to the pharmacy department is also included. Introduces the student to pharmacy technology as a career, including history, ethics, pharmacy law and regulations pertaining to Pharmacy Technicians.
Prerequisite: Admittance into Pharmacy Technician program.

PHARM 120  Drug Orientation and Pharmacology I (8)
Orients the student to therapeutic classes of drugs, glossary of terms, brand names and generic drugs. Pharmacological information for all prescription drug classifications is provided. Over-the-counter drugs are also described.
Prerequisite: Admittance into Pharmacy Technician program.
Philosophy

PHIL 101  Introduction to Philosophy (5)
(Formerly PHIL-100) This course will provide a survey of the human quest for greater understanding: connections among efforts to understand the universe; the nature of knowledge; reflections on language and other perennial questions concerning human nature and values. This course will provide an introduction to philosophical thought and issues, the intellectual systems and non-systems and writings of the great philosophers of the Western tradition. (writing intensive)
Prerequisite: Completion of ENGL-095 & READ-095 with a ‘C’ or higher or assessment at college-level English and reading.

PHIL 105  Introduction to Critical Thinking (5)
Through directed practice in reading, writing, listening, and speaking, students learn to recognize the structure of arguments, to interpret texts and improve their critical thinking skills. They will analyze, write about and discuss carefully chosen classical and contemporary texts.
Prerequisite: Assessment at or above ENGL-091/READ-095.

PHIL 106  Introduction to Logic (5)
(Formerly PHIL-120) This course will focus on deductive symbolic forms of argumentation, including propositional and predicate logic. It will prove an examination of the principles of Aristotelian and formal symbolic logic, the dynamics of deductive arguments and proofs, as well as the meaning of language. It will emphasize natural deduction and translation into propositional and predicate symbolism.
Prerequisite: MATH-097 or MATH-099 with a grade of ‘C’ or higher and completion of ENGL-095 and READ-095 with a ‘C’ or higher or assessment at college-level English and reading.

PHIL 190  World Philosophy (5)
This course will provide the student with an introductory survey of the World’s major religious traditions from a philosophical perspective. Emphasis will be placed upon the development of critical, historical, and philosophical skills in the disciplines of History and Sociology of Religion and Comparative Studies. Comparative themes will be treated, as well as an exploration of the distinctive ways in which various traditions have understood issues and questions related to human selfhood. (multicultural content)
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

PHIL 215  Introduction to Ethics (5)
This course will provide an introductory survey to the critical analysis of various philosophical approaches to the study of the process of moral inquiry. Materials will be drawn from different philosophers and others, using standards such as Philosophical objectivism, subjectivism, relativism, and pluralism. Topics will include Business and Corporate Ethics, Medical Ethics, Capital Punishment, Human Sexuality, Abortion, Euthanasia, Social and Individual, Feminist and Environmental perspectives, uses related to discrimination and animal rights. Topics will include Business and Corporate Ethics, Medical Ethics, Capital Punishment, Human Sexuality, Abortion, Euthanasia, Social and Individual, Feminist and Environmental perspectives, uses related to discrimination and animal rights.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

PHIL 230  Contemporary Philosophy (5)
This course will focus on Western Philosophy in the late 19th and 20th centuries, exploring the dominate schools and anti-schools of philosophy. The course will cover the intellectual and social forces affecting and being effected by philosophy. Representative figures covered will include Kant, and Hegel as well as the existentialists, Kierkegaard, Neurzsche, Heidegger, Sartre and the development of American pragmatism, including the work of Pierce, James, Dewey, and the philosophies of Process, Bergson, Whitehead, and Dewey as well as the analytical tradition.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.
PHIL 260 Philosophy of Science (5)
This course offers a conceptual and historical introduction to the nature of scientific progress and other issues current in the philosophy of science, including the validation and falsification of hypotheses, the debate over realism and anti-realism, the theoretic reduction of scientific theories, the status of laws of nature, and the role of rationality, objectivity and values of science.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

PHIL 267 Problems in Philosophy of Religion (5)
This course offers an analysis of major issues in religious thought, including the existence of god, good and evil, immortality, religious experience, and the effect of religion on morality.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

PHIL 270 Great Thinkers of the Western World (5)
This is a survey course of Western philosophy from Pre-Socratic Greek philosophy to the 21st Century. It will examine not only the ideas related to philosophy, but more particularly, the people who had them. It will further explore the impact and context of historical, psychological, economic, social, and religious forces upon these individuals.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

PHIL 280 Political Philosophy and Ideology (5)
This course will cover the major political philosophers and their theories from ancient Greece to the present, including Plato and Aristotle, Machiavelli, Locke, Rousseau, Kant, Mill, Whitehead and others. Topics such as the individual, democracy, right, private property, liberty, coercion, equality, and peace, as well as others will be examined.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or better or assessment at college-level English and reading.

In order to receive the Associate in Arts and Sciences or Associate in General Studies degrees, it is necessary to obtain three physical education activity credits. These credits can be included in the 90 credits needed for the degrees. (Students planning to transfer to other institutions should check their requirements.)

Beginning courses are prerequisites to intermediate courses, and intermediate courses are prerequisites to advanced courses. Advanced placement may be made by the instructor. An activity at the same level may not be repeated for credit. Most activities require extra fees.

The physical education requirements may be waived only with approval of the physical education department chairman. Students may request waivers only if there is a medical problem or a student has previous military service.

PE 100 Total Fitness (2)
An up-to-date approach to physical fitness for better living. Combination lecture and lab, stressing the importance of life-long fitness. Increasing the awareness and establishing the values, benefits and necessity of regular physical activity related to health. Will include individual evaluation, prescription and program implementation.

PE 105 Aerobic Fitness (1)
Understanding, developing and maintaining fitness through a variety of flexibility and endurance exercises - with emphasis on cardiovascular development. Combination of activities may include low impact aerobics, step aerobics, walking, stationary bicycling, rowing.

PE 103 Self Defense for Women (1)
A course designed to teach basic self-defense and rape prevention skills to women.

PE 106 Tai Chi (1)
Tai Chi is an ancient Chinese system of health giving exercise. Students will build concentration, increase flexibility, and improve physical fitness by learning and practicing basic Tai Chi forms and movements.

PE 108 Beginning Weight Training (1)
A course designed to introduce the student to the benefits of a regular weight training routine. The student will be taught various exercises in isotonic, isometric and isokinetic lifting. Safety precautions and guidelines will be stressed.

PE 109 Toning (1)
An upbeat, high energy course that combines aerobic movements with muscle toning strength movements. Emphasis on total body conditioning. Instruction will include the safe and effective use of fitness apparatus including physio balls and hand weights.

PE 111 Walking for Wellness (1)
This course is designed to introduce the student to walking and its contributions to wellness. Content includes benefits of walking, development of safe and effective walking skills, nutrition and equipment to enhance walking, and essential components of a walking program.

PE 112 Beginning Swimming (1)
A course designed to introduce the basic swimming strokes and techniques for the beginning swimmer.

PE 113 Intermediate Swimming (1)
A course designed to develop current swimming skills and techniques. Emphasis will be placed on improving swim stroke techniques.
Prerequisite: PE-112 or instructor permission.

PE 115 Life Guarding (2)
A course designed to meet American Red Cross standards for advanced lifesaving/lifeguarding certification.

PE 118 Modern Dance (1)
A course designed to get the student to appreciate modern dance as an art form as well as a physical fitness activity. Emphasis will be placed on developing cardio-respiratory fitness and flexibility through participating in dance routines.

PE 122 Beginning Bowling (1)
A course designed to acquaint the student with the game of bowling. Emphasis is placed on basic fundamentals, mechanics, faults and rules of bowling.
Credit Course Descriptions

PE 123  Beginning Golf (1)
A course designed to introduce the beginning golfer to the basic skills and fundamentals involved in the game of golf. Emphasis on the swing, i.e., setup, alignment, take away, release and finish for each club. Topics covered also include etiquette, scoring, shot selection and equipment selection/maintenance.

PE 125  Beginning Skiing (1)
This course is designed to introduce the student to snow skiing as a recreational activity. Emphasis is placed on beginning skiing techniques, knowledge of equipment, knowledge of ski slopes and safety.

PE 126  Beginning Badminton & Pickleball (1)
A course designed to allow the student to develop the necessary skills, fundamentals, strategies and knowledge of rules to participate in recreational badminton and pickleball.

PE 128  Beginning Tennis (1)
A course designed to introduce the student to the game of tennis. Proper skills, strategy and rules will be taught in order for the student to enjoy tennis on a recreational level.

PE 129  Tennis and Pickleball (1)
Instruction dealing with the techniques of tennis and pickleball. Playing styles, strategies, tournament participation and skill development are emphasized.

PE 131  Beginning Racquetball (1)
Instruction dealing with the techniques of racquetball including personal styles of play, strategies, tournament participation and skill development.

PE 133  Beginning Basketball (1)
A course designed to give the student an opportunity to develop basic basketball skills and fundamentals. Emphasis will be placed on dribbling, shooting, passing, team offensive and defensive strategies, and rules interpretation.

PE 134  Softball (1)
A course designed to introduce the student to the game of softball as a recreational activity. Emphasis is placed on basic individual and team fundamentals.

PE 135  Beginning Soccer (1)
A course designed to introduce the student to soccer. Emphasis will be placed on basic fundamentals, strategies, and rules of the game.

PE 136  Volleyball (1)
A course designed to introduce the student to the game of volleyball. Emphasis will be placed on basic skills, i.e., serve, set, pass, block, spike, team strategy and rules of play.

PE 140  Cardio Fitness (1)
Comprehensive physical education course designed to develop strength, flexibility, muscular endurance and cardiovascular efficiency in an effective and timely manner through the use of circuits.

PE 141  Independent Fitness Lab I (1)
Self-paced conditioning for the motivated student. This course is designed to give students the opportunity to assess current physical fitness level, establish personal fitness goals, develop and follow an individualized self-paced fitness program.
Prerequisite: PE-100 or PE-108.

PE 142  Independent Fitness Lab II (1)
Self-paced conditioning for the motivated student. This course is designed to give students the opportunity to assess current fitness goals, as well as develop and follow an individualized self-paced fitness plan.

PE 143  Hiking (1)
This course is designed to introduce the student to basic techniques and skills necessary to enjoy minimum-impact hiking. Includes information on hiking essentials, trip planning, route finding, equipment, basic wilderness survival, and wilderness first aid. This course also includes several hiking trips throughout the quarter.

PE 190  Health and Wellness (3)
A course for students to learn how to take control of their personal health and lifestyle habits so they can make a constant and deliberate effort to stay healthy and achieve the highest potential for well-being. Encompasses a total wellness concept of one’s physical, mental, emotional and social well being. Students will examine major health issues of contemporary society, with emphasis on identifying risk factors.

PE 191  Contemporary Health and Wellness (5)
Emphasis is placed on the relationship between course content and lifestyle choices to foster a better understanding of health issues today. Current issues include, but are not limited to, physical fitness and nutrition; weight management; stress and emotional health; chemical use and abuse; issues in contemporary human sexuality; communicable and non-communicable disease; health-smart consumerism; the contemporary health care system; aging and dying; and environmental health issues.

PE 200  Advanced Total Fitness (2)
An advanced approach to physical fitness for more effective living. Combination of lecture and lab stressing the importance of developing positive life-long fitness activities. Course will include evaluation, prescription, program implementation, and goal setting.
Prerequisite: PE-100 or instructor permission.

PE 201  Sport Specific Conditioning (2)
This course is designed to give advanced instruction for the physically active student. Consideration of sport specific and individual fitness goals will be given. Cardio conditioning; strength training; flexibility training, as well as the nutritional aspects of physical performance will be taught.

PE 208  Intermediate Weight Training (1)
This course is designed to develop cognitive knowledge pertaining to a higher level of strength training and applying this knowledge in a daily weight lifting program. Students will experience the benefits of weight lifting and will learn how to develop a weight training program designed to meet their personal weight training goals.
Prerequisite: PE-108 or instructor permission.
PE 222  Intermediate Bowling (1)
A course designed to allow the student to improve his/her bowling skills. Emphasis on spot, pin, and line bowling. Delivery and form and playing a hookball will be emphasized.
Prerequisite: PE-122 or instructor permission.

PE 223  Intermediate Golf (1)
A course designed for the novice golfer who is interested in refining his/her skills in golf. Swing fundamentals, shot-making, and trouble-shooting will be emphasized.
Prerequisite: PE-123 or instructor permission.

PE 225  Intermediate Skiing (1)
This course is designed to help the student improve his/her snow skiing skills. A variety of conditions will be implemented to allow the student to improve his/her techniques.
Prerequisite: PE-125 or instructor permission.

PE 228  Intermediate Tennis (1)
A course designed to help the student improve his/her tennis skills. Emphasis is placed on more advanced shot techniques and strategies.
Prerequisite: PE-128 or instructor permission.

PE 231  Intermediate Racquetball (1)
A course designed to increase overall techniques of racquetball including personal styles of play, strategies, tournament participation and skill development.
Prerequisite: PE-131 or instructor permission.

PE 233  Advanced Basketball (1)
A course designed for the advanced basketball player who has competed at a high skill level. Special emphasis will be placed on advanced individual and team concepts.

PE 235  Advanced Soccer Techniques (1)
An advanced course in the fundamentals of soccer. Subjects covered will include physical fitness, basic skills, team play, laws of the game, and strategy.

PE 236  Intermediate Volleyball (1)
This course is designed to allow the student to improve upon his/her basic skills of playing volleyball. To be able to compete and enjoy the sport on a recreational level.
Prerequisite: PE-136 or instructor permission.

PE 237  Advanced Volleyball (1)
This course is designed to give students the opportunity to improve their volleyball skills to an advanced level of play. Emphasis will be placed on skills and techniques used as a competitive as well as recreational level.

PE 241  Baseball Techniques (1)
A course in the fundamentals of baseball. Course content includes conditioning, basic skills, strategies, team-play concepts and rules of the game.
Prerequisite: Experience in organized baseball—either high school or college.

PE 285  Coaching Theory (2)
Provides the beginner or advanced coach with the basic teaching and coaching skills, techniques and strategies for coaching. Includes lectures, group discussions, guest speakers, and actual performance of skills and techniques by individual class members.

PE 288  Backpacking (1-5)
Introduces the student to backpacking by examining information necessary to plan an enjoyable and successful trip including basic wilderness first aid, outdoor clothing, cooking and nutrition, equipment, navigation, and minimization of environmental impacts. Also includes an outdoor component where students participate in backpacking trips. Localities for trips vary by quarter.

PE 290  Sports Officiating (3)
Designed to introduce the student to the avocation of sports officiating. Topics include philosophy of officiating, requirements to become an official, rules, mechanics and societal influences and attitudes towards sports officials.

PE 292  Advanced First Aid (5)
The student will satisfy the requirements for advanced American Red Cross first aid and cardiopulmonary resuscitation certification (CPR).
Physical Science

PHYSN 100  Physical Science and Technology (5)
Studies underlying physical principles and interactions in topics like motion, energy, light, sound, electricity, etc., and how they are applied and used in technology. A hands-on, team oriented approach is used to develop conceptual reasoning, interrelationships between concept and applications, and effective communication skills. Laboratory included.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher; completion of MATH-090 with a ‘C’ or higher; or equivalent assessment in these areas.

Physics

An advisor should be consulted to determine the appropriate level of physics course for your degree goal. Students intending to major in Physics at a baccalaureate institution should work toward an Associate of Science degree with a Physics Specialization.

PHYS 114  General Physics (5)
Algebra-based physics for liberal arts students and certain professions. Study of basic mechanics including position, velocity, acceleration, forces, momentum, and energy. Laboratory included.
Prerequisite: MATH-097 or MATH-099 (MATH&-141 recommended).

PHYS 115  General Physics (5)
Algebra-based physics for liberal arts students and certain professions. Study of thermodynamics, oscillations, waves, capacitance, and electric forces/fields/potential/potential energy. Laboratory included.
Prerequisite: MATH-097 or MATH-099 (MATH&-141 recommended); PHYS-114.

PHYS 116  General Physics (5)
Algebra-based physics for liberal arts students and certain professions. Study of DC circuits, magnetism, geometrical optics, wave optics, and modern physics. Laboratory included.
Prerequisite: MATH-097 or MATH-099 (MATH&-141 recommended) and PHYS-114.

PHYS 121  Engineering Physics (5)
Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Laboratory included. Mechanics. Topics include motions and causes of motion, conservation of energy, momentum and angular momentum, gravitation, center of mass, and torques. Laboratory included.
Prerequisite: MATH&-151.

PHYS 122  Engineering Physics (5)
Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Laboratory included. Waves, sound, light and thermodynamics. Topics include oscillations, damping, wave propagation, interference, refraction, reflection, optical systems, fluids, specific heat, temperature, ideal gasses, and states of matter. Laboratory included.
Prerequisite: PHYS-121.

PHYS 123  Engineering Physics (5)
Calculus based physics for engineering or those majoring in certain sciences. Introduces problem solving techniques and applications to real world situations. Laboratory included. Waves, sound, light and thermodynamics. Topics include oscillations, damping, wave propagation, interference, refraction, reflection, optical systems, fluids, specific heat, temperature, ideal gasses, and states of matter. Laboratory included.
Prerequisite: PHYS-121.

PHYS 298  Independent Study (1-5)
Independent observation, analysis, and reporting of a physics-related topic.
Prerequisite: Instructor permission.
Political Science

POLS& 101  Introduction to Political Science  (5)
(Formerly POLSC-101) This course is intended to serve as a comparative introduction to the concepts, methods, and subject areas of the discipline of political science. Students will explore various forms of political beliefs, behaviors, institutions, and processes at the individual, group, national, and international levels. Strongly recommended for those students with no prior coursework in political science.
Prerequisite: College-level English and reading.

POLS& 202  American Government  (5)
(Formerly POLSC-202) Survey of the Constitution, the three branches of government, and processes through which public policy is formulated, enacted into law and executed.
Prerequisite: Assessment at college-level English and reading.

POLS& 203  International Relations  (5)
(Formerly POLSC-203) Study of relationships among various actors in the international system. Students will examine theories of international relations, determinants of national power, processes of foreign policy decision-making, and factors promoting both conflict and cooperation with respect to military, economic, and human rights issues. Offered in hybrid online format.
Prerequisite: Assessment at college-level English and reading.

POLS 205  State and Local Government and Politics  (5)
(Formerly POLSC-205) Study of the nature, function, and problems of state, county, and city governments, including an examination of the problems confronting these local political units.
Prerequisite: Assessment at college-level English and reading.

POLS 220  Introduction to Constitutional Law  (5)
(Formerly POLSC-220) This course will introduce students to the process of constitutional decision making in the U.S., with particular emphasis on the U.S. Supreme Court. The course is organized around three substantive areas of law: institutional powers of government, property rights and economic liberty, and equal protection. Court decisions in these areas will be examined in a broader political, social, and economic context.
Prerequisite: POLS&-202 or instructor permission.

POLS 221  Politics of Civil Liberties  (5)
(Formerly POLSC-221) Historical analysis of the politics of civil liberties in the United States, concentrating on three primary areas of civil liberties: freedom of speech, religious freedom and the rights of criminal suspects and defendants.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level English and reading.

POLS 222  Law and Society  (5)
(Formerly POLSC-222) The course will examine the intersection of law and politics in American society. Topics to be covered include legal reasoning, dispute, due process, capital punishment, and others. How does law structure social relationships? How does political power shape the law?
Prerequisite: College-level English and reading.

POLS 231  Politics and Film  (5)
(Formerly POLSC-231) This course will examine a variety of political and legal issues through their portrayal in contemporary cinema. Students will read relevant political science literature as a background for an analysis of the films viewed in the course. Rotating themes include: elections and the presidency, law and justice, science fiction, organized labor, and American foreign policy. (can be repeated)
Prerequisite: College-level reading and writing.

POLS 290  Political Philosophy and Ideology  (5)
(Formerly POLSC-290) A study of the political ideas of the following writers: Aquinas, Locke, Mill, Madison, Rousseau, Marx, Machiavelli, Hobbes, Benthan, Jefferson, Montesquieu and Sumner.
Prerequisite: Assessment at college-level English and reading.

POLS 298  Political Internship  (1-5)
Students will participate in internships with either a political party, interest group, or an elected official and will meet periodically with the instructor to discuss assigned readings and a research paper based on the internship experience.
Prerequisite: Instructor permission.

Psychology

PSYC& 100  General Psychology  (5)
(Formerly PSYCH-100) Introduction to psychology as an academic discipline: the nervous system, heredity and maturation, sensory processes, perception and attention, motivation, emotion, intelligence, learning and remembering, thinking and personality will be examined.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.

PSYC& 180  Human Sexuality  (5)
(Formerly PSYCH-165) A scientific approach to the study of human sexuality and sexual behavior, including physiological and psychological components. Considers sexuality across the lifespan, sexual dysfunction, STD’s and safer sex, sexual orientation, sexual response patterns, and the development of relationships.
Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.

PSYC& 200  Lifespan Psychology  (5)
(Formerly PSYCH-206) An examination of the physical, social, emotional, and intellectual development of the human from conception to death. (multicultural content)
Prerequisite: PSYC&-100 with a grade of ‘C’ or higher.

PSYC 205  Introduction to Personality  (5)
(Formerly PSYCH-205) Introduction to development and dynamics of personality, the causes of individual differences, personality change and techniques of measuring aspects of personality will be studied.
Prerequisite: PSYC&-100 with a grade of ‘C’ or higher.

PSYC 209  Fundamentals of Psychological Research  (5)
This course covers the key themes and concepts of psychological research and is a foundation course for students planning to take additional courses in psychology. Students will also learn how to critically evaluate scientific findings and claims. A prerequisite for psychology majors at many four-year institutions.
Prerequisite: PSYC&-100.
**Radiologic Science**

**PSYC 220  Abnormal Psychology  (5)**
(Formerly PSYCH-204) A study of the development and symptoms of mental health disorders. Topics covered include schizophrenia, mood disorders, anxiety disorders, personality disorders, psychosomatic disorders, sexual deviation, organic disorders, and the process of adjustment to stress. Attention is given to biosocial, cognitive, and cultural factors an their role in mental health. Prerequisite: PSYC&-100 with a grade of ‘C’ or higher.

**PSYC 299  Individual Study in Psychology  (1-3)**
(Formerly PSYCH-299) A variable credit (1-3) course based on independent study contracted between an instructor and a student. The emphasis will be a research related project which will provide an opportunity for students to pursue in-depth in an area previously or concurrently covered in a college-level course. Prerequisite: PSYC&-100 with a grade of ‘B+’ or higher. Instructor permission required.

**RS 100  Radiologic Science Orientation  (3)**
This course introduces students to the Radiologic Science program. Students learn of the program’s mission and goals, professional requirements, and commitment necessary for success, as well as learning about the on-campus student support services available to them. Additionally, students will become CPR certified, initiate Washington State requirements for licensure, and complete HIPAA training. Prerequisite: Acceptance into the Radiologic Science program.

**RS 101  Fundamentals of Radiologic Science and Health Care  (4)**
Content is designed to provide a foundation of the principles, practices and policies in health care and particularly radiology. The student will be introduced to the history of radiology, medicolegal ethics and professional associations. Radiation protection and safety, basic equipment operation, and principles of radiographic exposure will also be covered. Prerequisite: Official acceptance into the RS program, or instructor permission.

**RS 108  Radiation Physics I  (5)**
This course introduces the concepts of electromagnetic radiation, its production, control and interactions. The concepts of electricity, electromagnetism, and electrical circuits relating to imaging equipment operation are presented. Prerequisite: RS-101 or instructor permission.

**RS 109  Radiation Physics II  (5)**
A continuation of Radiation Physics I. The correct and safe operation of various types of imaging equipment will be discussed. Information on radiation biology will be presented to correlate the hazards of ionizing radiation production and its interaction on human tissue. Prerequisite: MATH-099, RS-108, or instructor permission.

**RS 120  Clinical Education I  (5)**
Initial course in competency based radiography clinical education. Students orient to an assigned clinical education center and by instruction, observation, and experience, acquire the necessary skills to successfully image patients utilizing X-ray energy. Prerequisite: RS-101, RS-140, medical health clearance, WSP background check, proof of medical insurance, current CPR card, and instructor permission.

**RS 121  Clinical Education II  (5)**
This is a continuation of a series of competency based clinical education classes. Students attend an assigned clinical education center and by instruction, observation, and experience, acquire the necessary skills to successfully image patients utilizing X-ray energy. Prerequisite: RS-120, medical health clearance, WSP background check, proof of medical insurance, current CPR card, and instructor permission.

**RS 122  Clinical Education III  (12)**
This is a continuation of a series of competency based clinical education classes. Students attend an assigned clinical education center and by instruction, observation, and experience, acquire the necessary skills to successfully image patients utilizing X-ray energy. Prerequisite: RS-121, instructor permission, and medical health clearance, WSP background check, proof of medical insurance, current CPR card.

**RS 140  Radiographic Positioning I  (5)**
Studies basic positioning principles and terminology. Demonstration and lab experience in positioning and related anatomy of the chest, abdomen, upper and lower extremities. Projections studied will include information on performing cross-table examinations for minor trauma cases. Prerequisite: Official acceptance into RS program.
RS 140 Principles of Image Formation (1)
Prime factors (detail, density, contrast and distortion) and other factors influencing radiographic technique for the production of quality images.
Prerequisite: Official acceptance into RS program, or instructor permission.

RS 142 Radiographic Positioning III (5)
Overview of special radiographic procedures including myelography, angiography, ERCP’s and cholecystography. A study of the contrast media employed with these examinations is also conducted. Demonstration and laboratory experience in positioning and related anatomy of the skull, facial bones, sinuses and mandible. Projections studied will include information for pediatric and trauma patients.
Prerequisite: RS-141 or instructor permission.

RS 141 Radiographic Positioning II (5)
Provides demonstration and laboratory experience in radiography of the pelvis, hip, sacrotuberous joints, cervical spine, thoracic spine, lumbar spine, sacrum, and coccyx. Visceral studies which include the upper gastrointestinal series, intravenous pyelography, and colon. Projections studied will include information for performing examinations on the pediatric and trauma patient.
Prerequisite: RS-140 or instructor permission.

RS 144 Magnetic Resonance Imaging (5)
An overview of the magnetic resonance imaging process. This includes the software and equipment used to produce this image. Course will include a laboratory component where students will examine the effect of various disease processes and the mechanism of injury incurred within the human body using the Magnetic Resonance Imaging machine. Prerequisite: RS-142 or instructor permission.

RS 170 Introduction to Fundamentals of Patient Care (6)
Introduces patient care techniques commonly experienced in a radiology department, such as venipuncture, proper body mechanics, sterile procedures, pertinent medications and contrast media, etc. Additionally, patient communication, HIPAA requirements and emergency CODE procedures are emphasized.
Prerequisite: Acceptance into RS program or instructor permission.

RS 200 Cross Sectional Anatomy (3)
Anatomy of the human body will be studied in cross section. Anatomy of the brain, neck, thorax, abdomen/pelvis and the musculoskeletal system will be presented in the transverse, sagittal, coronal and oblique imaging planes using multiple diagnostic imaging modalities.
Prerequisite: Completion of RS-142 or instructor permission.

RS 214 Imaging Pathology (3)
The diagnostic images presented in this class demonstrate the effect of various disease processes and the mechanism of injury incurred within the human body. The body systems covered include musculoskeletal, pulmonary, gastrointestinal, genitourinary, reproductive, central nervous system, and cardiovascular.
Prerequisite: RS-243 or instructor permission.

RS 216 Pharmacology and IV Therapy (3)
An overview of the circulatory system, identifying common sites for venipuncture, performing venipuncture, identifying contrast media reactions and determining the appropriate interventional response. Course will include common medications in the Radiology Department, ACLS drugs, the common dosages and physiology.
Prerequisite: RS-170 or instructor permission.

RS 225 Clinical Education IV (7)
Students begin their second year of competency based clinical education and by instruction, observation, and experience, continue to acquire new skills while refining previously learned examinations. Students incorporate critical thinking skills and correlate with previous experiences to enhance their ability to function more independently.
Prerequisite: RS-122, medical health clearance, WSP background check, proof of medical insurance, current CPR card, and instructor permission.

RS 226 Clinical Education V (7)
Students in the second year of competency based clinical instruction rotate to a new clinical education center and by instruction, observation, and experience, continue to acquire new skills while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate with previous experiences to enhance their ability to function more independently.
Prerequisite: RS-225, medical health clearance, WSP background check, proof of medical insurance, current CPR card and instructor permission.

RS 227 Clinical Education VI (7)
Students in the second year of competency based clinical instruction are assigned to a clinical education center and by instruction, observation, and experience, continue to acquire new skills while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate with previous experiences to enhance their ability to function more independently.
Prerequisite: RS-226, medical health clearance, WSP background check, proof of medical insurance, current CPR card and instructor permission.
RS 228  Clinical Education VII  (10)  
This is a capstone competency based clinical class in preparation for entry level clinical practice. Students in the second year of instruction are assigned to a clinical education center and continue to acquire new skills, while refining and maintaining proficiency in previously learned examinations. Students incorporate critical thinking skills and correlate it with previous experiences to enhance their ability to function more independently. Prerequisite: RS-227, medical health clearance, WSP background check, proof of medical insurance, current CPR card and instructor permission.

RS 233  Leadership and Management  (1)  
Studies leadership skills associated with patient care and management. Concepts discussed will include: supervision, delegation, conflict resolution, leadership styles, the work environment, responsibility, accountability, collaboration and resume preparation. Prerequisite: RS-175.

RS 243  Radiographic Positioning IV  (3)  
Demonstration and lab experience of alternate and special positioning of the upper and lower extremities, thoracic cage, shoulder girdle, pelvis, and spinal column. This course also includes a review of basic head work and special positioning of the orbit, mandible and temporomandibular joint. Information will be included for performing pediatric and trauma projections. A review of imaging with emphasis on basic quality assurance and image evaluation. Prerequisite: RS-142 or instructor permission.

RS 244  Radiographic Positioning V  (3)  
Advanced patient care procedures involving pediatric and/or severe trauma patient. Special emphasis on child and elder abuse. Includes information for the geriatric, pediatric and patient with disabilities to meet JCAHO requirements. Prerequisite: RS-243 or instructor permission.

RS 250  Advanced Health Care Organization  (3)  
A closer look at the health care organization with emphasis in radiology. Radiology quality control and quality assurance factors will be presented. The five major content areas of diagnostic imaging will be correlated with quality patient care. Prerequisite: RS-101 or instructor permission.

RS 255  Advanced Imaging Modalities  (1)  
An overview of CT, MRI, U/S, and other advanced imaging modalities. The emphasis will be on the various energies used to generate images, the equipment and other dynamics of the imaging environment. Prerequisite: RS-108, 109, second year radiography student.

RS 270  Introduction to Mammography  (3)  
A lecture and laboratory course for specialized training in mammography with an emphasis on basic positioning and quality control measures. Course will assist students and practitioners to prepare for the ARRT Advanced Registry Examination in Mammography; also meets the FDA/MQSA requirements for mammography training. Prerequisite: Second year RS student or ARRT Certified Practitioner.

RS 275  Student Leadership Seminar  (1)  
The second year students will participate in the organization of a two-day leadership conference and attend education sessions presented at the conference. Presentation of a project or essay is required. Prerequisite: Instructor permission.

RS 299  Independent Study  (1-5)  
Independent learning activity, designed jointly by the student and instructor, to improve and/or increase the knowledge and skill of the learner. Prerequisite: Program chair permission.

RS 277  College Vocabulary  (3)  
This course is designed to provide students with information and skills to help expand and enrich their college vocabulary. The course focuses on learning new words, examining context clues, using related words, practicing analogies and working with prefixes, suffixes and roots of unfamiliar words.
Reading Lab

READ 080  Introduction to Textbook Comprehension and Vocabulary Development (1)
Self-directed tutorial course that helps students improve basic reading comprehension and vocabulary skills. Under the supervision of the program specialist, students increase vocabulary and improve comprehension. Prerequisite: Assessment at READ-075 level or completion of READ-085 with a grade of ‘C’ or higher.

READ 095  Reading III: College Reading (5)
(Previously READ-093) The preparatory class for college success. Emphasis on text analysis for structure, inferring meaning, critical thinking and vocabulary development. Introduction to literary devices is included. A variety of expository excerpts from college textbooks are used for demonstration of skills. Lab application is used for practice. Instruction reading graphic materials (graphs, charts, diagrams) are included. Prerequisite: Assessment in READ-095 or completion of READ-085 or EAP-162 with a grade of ‘C’ or higher.

READ 096  Reading Lab Tutorial (1)
Self-directed individualized lab activities provide students with information, strategies and skills to assist them in reading college textbooks in their field of study.

READ 100  Advanced Textbook and Vocabulary Development (2)
Self-directed tutorial course provides student with skills to develop vocabulary necessary for college success. The course uses strategies in identification and use of context clues, pronunciation, word parts, word meaning and dictionary/thesaurus usage. Prerequisite: Assessment at college-level reading or a grade of ‘C’ or higher in READ-095.

Respiratory Therapy

RC 160  Cardiopulmonary A & P and Pathophysiology (4)
Course is designed to provide students with information about the structure and function of the respiratory system. Knowledge of a structure is essential to the understanding of the function of the structures, therefore topics include: respiratory and cardiac anatomy and progress to major concepts and mechanisms of cardiopulmonary physiology.

RC 161  Arterial Blood Gases (3)
Course is designed to provide students with additional information about the function of the respiratory system. The student will gain knowledge and interpretation skills regarding the function of gas exchange in the lungs as well as how normal values change in different disease states. Included will be a comprehensive overview of the subject matter in an organized, interesting manner in the form of lecture, small group discussion, or student presentations. Prerequisite: RC 160.

RC 162  Advanced RC Pathophysiology (3)
Course is designed to provide students with advanced information about disease processes. General pathophysiology provides a foundation of information for the student to apply in the specialty area of respiratory care. Included will be a comprehensive overview of the disease process in an organized, interesting manner in the form of lecture, small group discussion, or student presentations.

RC 163  Pulmonary Functions (3)
Course will provide students with information necessary for understanding Pulmonary Function Testing, Exercise Testing, and their interpretations. Included will be a comprehensive overview of the subject matter in the form of lecture, small group discussion, or student presentations.
Course will provide students with a historical background on discovery and development of basic RC principles and technologies. Included is hands-on usage of equipment: pressure gauges, flow meters, regulators, oxygen delivery devices, compressed gas and liquid oxygen systems, humidity and aerosol generators, and positive- and negative-pressure breathing devices. Knowledge of history as it relates to RC is essential to assimilating the numerous, technical facets of the field.

Course is designed to provide first-year RC students with a background on the principles and technologies of emergency airway management, tracheostomy management, non-invasive patient monitoring, bedside pulmonary function assessment, true volume measuring devices vs. pneumotachometer devices, and of RC home care. Equipment will include: Respirotronics, Malling and Sullivan, Fisher & Paykel - modes, pressure settings, interfaces and patient comfort and compliance issues.

Prerequisite: Prerequisite: RC-170.

RC 172 Respiratory Therapy Equipment III (4)
Course will provide the principles and technologies for the student to assimilate and interrelate technical and physiological criteria for treating patients on mechanical ventilation (CMV). Students learn logical thinking required to troubleshoot ventilator problems in the ICU and utilize different types of ventilators to gain confidence, proficiency, and appreciate the level of sophistication to which modern ventilators have risen.

Prerequisite: Prerequisite: RC-171.

RC 175 Respiratory Orientation (2)
Course will provide application of the basic skills required for patient care. The students will learn essential body mechanics to avoid injury; infection control principles; required confidentiality information; legal and ethical principles; and an introduction to vital signs. Students will also complete CPR certification, HIV/AIDS certification for health care providers, and receive their program student handbooks. Same course as DMS-175.

RC 180 Respiratory Therapy Clinical I (8)
Course is designed to prepare the beginning Respiratory Care student to perform basic respiratory therapeutic modalities in the hospital setting. Emphasis is placed on patient assessment techniques. This class consists of a lecture/classroom component and a lab/clinical rotation. The first six weeks of the quarter lab will be on campus. Clinical rotations to the hospital sites will begin the first week of November.

RC 181 Respiratory Therapy Clinical II (8)
Course will continue to build on the clinical skills and knowledge base acquired in first quarter. The Respiratory Care student will be introduced to the critical care environment this quarter. Emphasis is placed on airway management, ECG’s, arterial blood gases, non-invasive ventilation and CPAP. This class consists of a lecture/classroom component and a lab/clinical rotation.

Prerequisite: Prerequisite: RC-180.

RC 182 Respiratory Therapy Clinical III (8)
Course is intended to prepare the third quarter Respiratory Care student to care for patients in the Intensive Care Unit. Topics covered will include the initiation and care of the patient receiving mechanical ventilation and special RC procedures. This class consists of a lecture/classroom component and a lab/clinical rotation.

Prerequisite: Prerequisite: RC-181.

RC 183 Respiratory Therapy Clinical IV (9)
This is the final clinical course of the first year, of the respiratory program. Students are expected to use this time at the clinical sites to polish their clinical skills, improve their time management skills and increase their comfort level and autonomy in the clinical setting in order to be prepared for the advanced clinical courses in the second program year.

Prerequisite: Prerequisite: RC-182.

RC 188 Allied Health Sciences: Survey of Chemistry, Microbiology, & Physics (5)
Course will provide application of the sciences required in respiratory care. The students will review the math skills used in performing calculations; relate chemistry concepts to clinical care; apply elements of biochemistry; understand physical laws, principles, and associated theories; and have an understanding of certain principles of microbiology as they relate to being a respiratory therapist. Same course as HT-188.

RC 191 Respiratory Therapy Pharmacology (3)
Course is designed to provide students with information about drugs used to treat the cardiopulmonary system. Emphasis is on mechanism of action, indication for, and proper administration of drugs, with particular emphasis on those delivered by Respiratory Care Practitioners. Introduction and discussion of other drugs used in critical care are included.

RC 192 Advanced Mechanical Ventilation (2)
Course will provide students with information to master the knowledge of mechanical ventilation and its application to patients. Skills needed to best interface patient and ventilator is discussed; adult and pediatric/ neonatal mechanical ventilation are introduced.

Prerequisite: Prerequisite: RC-191.

RC 200 Supplemental Education for RC Program (1-10)
Course will provide individualized instruction to assist previously educated and/or certified personnel in meeting state, county, local or national certification or recertification requirements.

RC 240 Advanced Assessment and Diagnosis (3)
Course will provide second year students with information necessary to care for the critically ill patient. Advanced assessment and diagnosis covers trauma care, Hemodynamics, and assessing and managing the patient in the critical care unit.
**RC 251 Respiratory Pathophysiology Case Presentations (2)**

Course is designed to provide students with introductory Pathophysiology. Included will be a comprehensive overview of the various disease processes, surgical procedures, or new technology. Fellow students will present topics, in an organized, interesting manner in the form of lecture or small group discussion.

**RC 261 Pediatric & Neonatal Respiratory Care (4)**

Course will provide second year students with an overview of pediatric and neonatal diseases. The field of neonatology/pediatrics is highly dynamic and requires up to date knowledge of clinical and technical skills. A neonatal/pediatric RCP is expected to be able to perform as an integral part of the highly specialized health care team as well as develop critical thinking skills.

**RC 262 Review of Applications of Respiratory Care (4)**

Course will provide students with a review for the advanced level practitioner written and clinical simulation board examinations. Included will be comprehensive overviews of all respiratory subject matter, including: Analysis of Date, Equipment, and Therapies.

**RC 272 Pulmonary Rehabilitation, Home Care, and Assistance in Specialty Procedures (3)**

Course will provide students with information about the alternate settings of pulmonary rehabilitation and home care. Additionally, students will study the special procedures they assist physicians with.

**RC 280 Specialty Clinical Rotation (4)**

Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a variety of settings. Emphasis is placed on advanced assessment techniques and patient education. This class consists of a clinical rotation only. Students will be assigned to Tuesday, Wednesday, or Thursday clinical days.

**RC 281 Advanced Critical Care Clinical Rotation (4)**

Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a variety of settings. Emphasis is placed on advanced assessment techniques and patient education. This class consists of a clinical rotation only. Students will be assigned to Tuesday, Wednesday, or Thursday clinical days.

**RC 282 Neonatal Clinical Rotation (2)**

Course will prepare the second year Respiratory Care student to perform advanced respiratory therapeutic modalities in a neonatal intensive care setting. Emphasis is placed on patient assessment techniques. This class consists of a five-week clinical rotation.

**RC 283 Specialty Clinical Rotation II (2)**

Course is designed to prepare the second year Respiratory Care student as an expert respiratory care practitioner. This five-week rotation is the last clinical rotation before graduation; therefore, students are encouraged to do their final rotation at their desired place of employment. This class consists of a clinical rotation only.

**RC 284 Ethics and Professionalism in Respiratory Care (2)**

While providing care and delivering therapies, RCP’s must be continuously aware of the legal and ethical implications of the services they deliver and their actions while delivering them. This course will provide students with information necessary for understanding legal issues and for making ethical decisions in respiratory care.

**RC 290 Individual Study in Respiratory Therapy Technology (1-5)**

Independent learning activity designed jointly by student and instructor to improve and/or increase the learner’s knowledge and skill. Prerequisite: Admission to RC program.

**SOC 101 Introduction to Sociology (5)**

(Formerly SOC-110) An introduction to the basic concepts and theories of sociology with an emphasis on the group aspects of human behavior. (multicultural content)

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.

**SOC 120 Introduction to Women’s Studies (5)**

Introduction to the study of women, feminism, and theories of oppression and privilege, particularly with respect to gender, sexuality, race, class, and sexual orientation. Topics include systems of oppression, gender socialization, sexuality, violence, and social institutions such as family, health care, media, religion, legal systems, work and labor, and education. (multicultural content)

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.

**SOC& 201 Social Problems (5)**

(Formerly SOC-270) A macro-sociological approach to the study of social problems with special emphasis on the effects of institutional change in the economic, educational, family, political, religious, and other systems of contemporary human societies.

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.

**SOC& 205 Sociology of African Americans (5)**

This course explores the socio-historical experiences of African Americans. We will investigate the social history of African Americans in the United States, oppression and the perpetuation of social inequality, current demographic trends, issues of race, class, gender, and family, and contemporary sociological issues of African Americans. We will also debate solutions to various social problems that are of particular concern to the black community. (multicultural content)

Prerequisite: Completion of ENGL-095 and READ-095 with a grade of ‘C’ or higher or assessment at college-level reading and writing.
**European Studies**

**SPN 100 Basic Conversational Spanish** (5)

This course is designed as an introduction to basic conversational Spanish, prior to SPN-101. The student is introduced to Spanish vocabulary and grammar at an enjoyable rate. The course allows students to brush up on their understanding of English grammar and structure as it pertains to learning Spanish. This course is recommended for the student who has little grammar background and would like to acquire useful study habits for studying Spanish.

**SPN 121 SPANISH I** (5)

(Formerly SPN-101) The first year of the beginning Spanish language sequence consists of 121, 122, and 123. SPN&-121 is the first quarter of the sequence. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. **(multicultural content)**

Prerequisite: Completion of READ-095 and ENGL-095 with a grade of 'C' or higher or assessment at college-level reading and writing.

**Spanish**

**SPN 122 Spanish II** (5)

(Formerly SPN-102) SPN&-122 is the second quarter of the first-year language sequence and continues to build on the skills acquired in SPN&-121. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. **(multicultural content)**

Prerequisite: SPN&-121 with a grade of 'C' or higher or permission of instructor.
SPAN 123  Spanish III (5)
(Formerly SPAN-103) SPAN&-123 is the third quarter of the first-year language sequence and continues to build on the skills acquired in SPAN&-122. The basic tenets of communications including reading, writing, speaking, and listening are developed in a dynamic second language acquisition environment enhanced by technology. Grammar is used as a communication tool to express meaning as students take part in small group discussions, cultural investigation, and presentation. Authentic materials will be focused on in the class as well as assessment. Students should expect to be immersed in the language. English will be used at a minimum. (multicultural content)
Prerequisite: SPAN&-122 with a grade of ‘C’ or higher or instructor permission.

SPAN 299  Direct Readings in Spanish (1-5)
Readings in Spanish and Latin American literature. Topics will be selected by students, with instructor’s approval.
Prerequisite: SPAN-103 or equivalent class. Instructor permission.

STDSK 095  Survival Study Skills (2)
Skill building in study habits, time management, textbook reading, note-taking for students in developmental English, math, reading.

STDSK 098  Essential Study Skills (5)
Course offers skills building in time management, study organization, test preparation, textbook mastery and note taking for students enrolled in 90 level English, reading, or math courses.
Prerequisite: Assessment at or above READ-085.

STDSK 110  College Study Skills (5)
Development of techniques for effective study in college. Covers time management, note-taking systems, memory training, textbook analysis, exam preparation and test taking (both objective and essay exams), using the library and writing the research paper.
Prerequisite: Assessment into college-level reading or a grade of ‘C’ or higher in READ-095.

Please contact Corporate Education at 253.566.5020 for information.

SMG 100  The New Supervisor (3)
SMG 101  Supervisory Survival Skills (3)
SMG 120  Supv. the Problem Employee (3)
SMG 125  Supervising Employee Training (3)
SMG 131  Supervision & Group Behavior (3)
SMG 201  Management Communications (3)
SMG 210  Public Relations (3)
SMG 222  Management & Labor Relations (3)
SMG 250  Human Resource Management (3)
SMG 255  Supervisor and the Law (3)
SMG 260  Managerial Excellence (3)
SMG 261  Dynamics of Leadership (3)
SMG 264  Motivation and Productivity (3)
SMG 270  Managing for High Performance (3)
SMG 275  Valuing Cultural Diversity (3)
SMG 290  Work Internship (5)
SMG 299  Individual Study and Special Projects (1-5)

Please contact Corporate Education at 253.566.5020 for information.

TEGM 163  Supervisory Essentials and Front Line Leadership (2)
TEGM 165  Casino HR and Personnel Management (2)
TEGM 200  Casino Regulations Compliance and Game Protection (2)
TEGM 110  Casino Finance Essentials (2)
TEGM 240  Casino Marketing, Hospitality and Guest Services (2)
TEGM 291  Casino Operations I (2)
TEGM 292  Casino Operations II (2)

Tribal Enterprise and Gaming Management

Please contact Corporate Education at 253.566.5020 for information.

Supervision and Management

Teaching and Learning

Performance and Testing

Advanced Placement

International Baccalaureate

College Readiness

Course Offerings

Certification Areas

Title IX

Faculty and Staff
Placement of students with previous language training will be made by the course instructor. Language challenge credit will not be awarded for native languages.

Prerequisites: 121, 122 and 123 are sequential courses; 121 with a grade of ‘C’ or higher or instructor permission required for 122; 122 with a grade of ‘C’ or higher or instructor permission required for 123.

Please see the following disciplines:

**ARAB 121, 122, 123** Arabic 1, 2, 3

**CHIN & 121, 122, 123** Chinese 1, 2, 3

**FRCH & 121, 122, 123** French 1, 2, 3

**GERM & 121, 122, 123** German 1, 2, 3

**JAPN & 121, 122, 123** Japanese 1, 2, 3

**SPAN & 121, 122, 123** Spanish 1, 2, 3

**Writing Center**

**WRITE 080** Grammar Review (1)
This is a laboratory course designed to review basic grammar. Emphasis is on parts of speech and common grammatical errors. This review course utilizes a workbook with grammar explanations and exercises and includes competency tests for each lesson. Students may enroll during scheduled registration and during the first three weeks of the quarter.

**WRITE 081** Sentence Structure Review (1)
This is a laboratory course designed to review basic sentence patterns and sentence construction. Workbook lessons provide explanations and practice in developing various sentence patterns, including subordinate clauses and phrases. Competency tests follow each lesson. Students may enroll during scheduled registration and during the first three weeks of the quarter.

**WRITE 082** Punctuation Review (1)
This is a laboratory course designed to review basic punctuation and other English fundamentals. Workbook lessons provide rules, explanations, and practice exercises accompanied by competency tests. Students may enroll during scheduled registration and during the first three weeks of the quarter.

**WRITE 084** Spelling Review (2)
This is a course designed to review basic spelling skills. The course concentrates on learning general rules and concepts of spelling as well as common exceptions and troublesome words. The class utilizes a spelling workbook with explanations and practice exercises accompanied by competency tests. Students may enroll during scheduled registration and during the first three weeks of the quarter.

**WRITE 085** Paragraph Writing (2)
This is a course designed to review basic paragraph construction. The course provides extensive practice in writing unified, coherent, and well-developed paragraphs.

**WRITE 096** Writing Center Tutorials (1)
This is a laboratory course that offers students one-to-one tutorial help with assignments for classes where writing is required. No outside work is assigned. At least nine 50-minute tutorial sessions per quarter must be completed for credit, plus some independent lab work in the Center. Course can be added up to midterm. May be taken a total of four times and is graded as Satisfactory/Unsatisfactory only.

**WRITE 140** Writing Center Tutor Practicum I (2)
Provides qualified students with training and experience in tutoring students in one-to-one setting in the Writing Center. Topics of study include tutoring and learning styles, theories and operations, and ESL and LD tutoring. Students may have the opportunity to apply training and work toward certification under college Reading and Learning Association. Prerequisite: ENGL-095 or instructor permission.

**WRITE 141** Writing Center Tutor Practicum II (2)
Provides qualified students with training and experience in tutoring students in one-to-one setting in the Writing Center. Topics of study include tutoring and learning styles, theories and operations, and ESL and LD tutoring. Students will apply training by tutoring and work toward higher levels of certification under College Reading and Learning Association. Prerequisite: WRITE-140.

**WRITE 145** Writing Center Tutor Practicum III (2)
Provides qualified students with training and experience in tutoring students in one-to-one setting in the Writing Center. Topics of study include tutoring and learning styles, theories and operations, and ESL and LD tutoring. Students will apply training by tutoring and work toward higher levels of certification under College Reading and Learning Association. Prerequisite: WRITE-141.