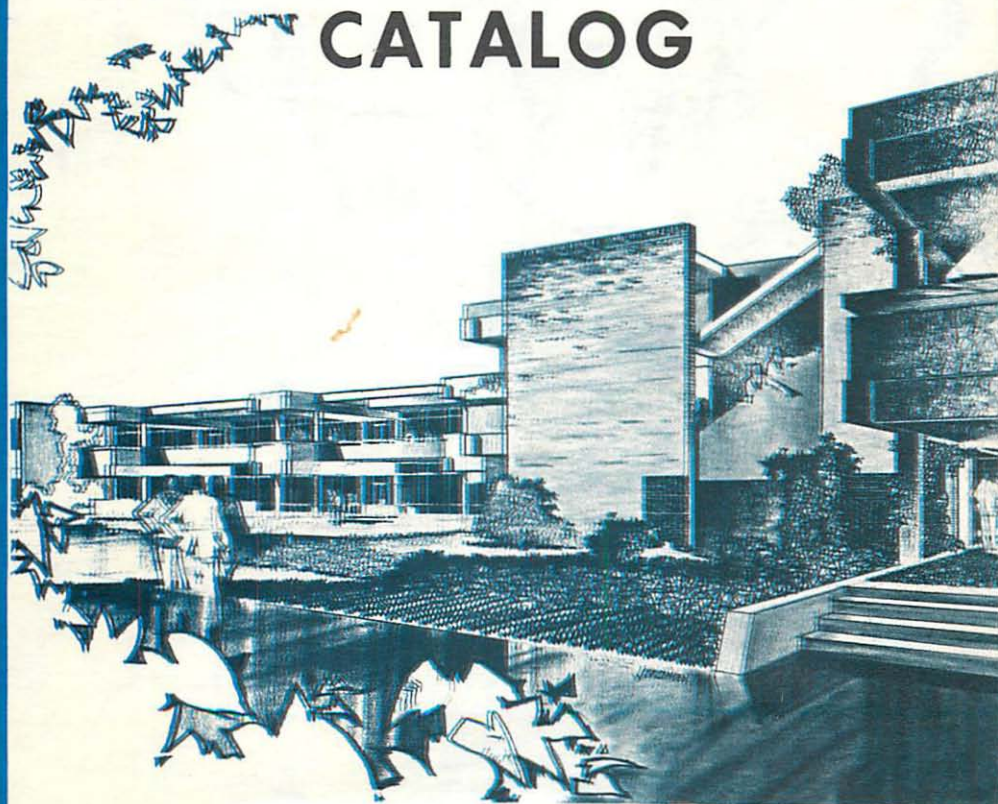


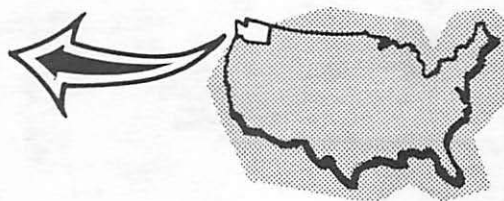
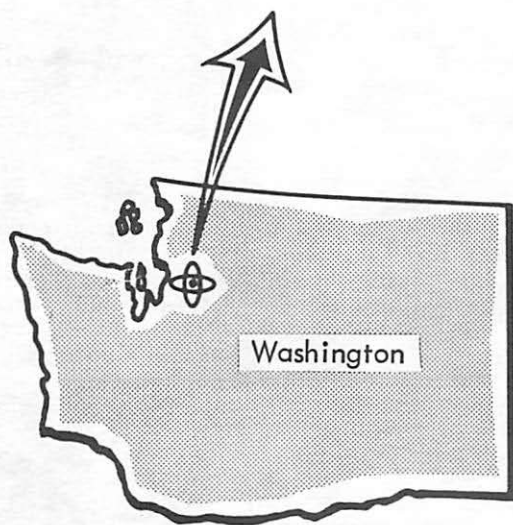
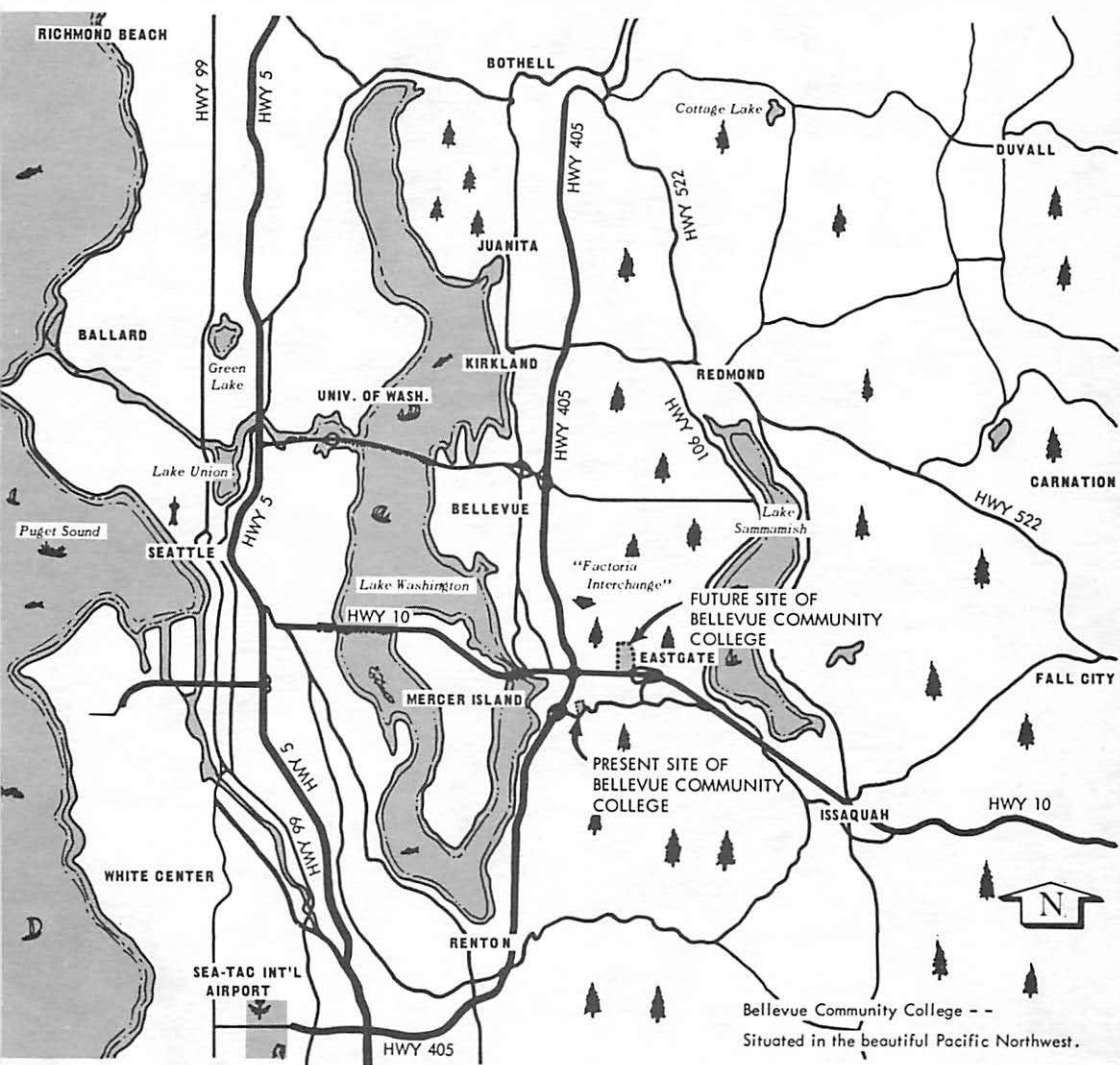


BELLEVUE COMMUNITY COLLEGE

1967 - 1968

CATALOG





BELLEVUE COMMUNITY COLLEGE

Dedicated To

EXCELLENCE IN EDUCATION

CATALOG
1967 - 1968



4333A — 128th Avenue S.E.
Bellevue, Washington 98004

1967-68 COLLEGE CALENDAR

Fall Quarter

Aug	21-25	Registration, Presently Enrolled Students
Aug	25-28	Schedule Changes, Presently Enrolled Students
Aug	18 to	
Sept	13	Orientation and Registration, New Students
Sept	11-14	Schedule Changes New Students
Sept	25	Classes Begin
Sept	25-28	Late Registration
Nov	3	Last Day to Withdraw and Receive "W" Automatically
Nov	23-24	Thanksgiving Vacation
Dec	1	Last Day to Withdraw
Dec	13-15	Final Examinations
Dec	15	Quarter Ends

Winter Quarter

Dec	18-20	Registration, Presently Enrolled Students
Dec	21	Registration, New and Returning Students
Dec	27-28	Schedule Changes
Jan	2	Classes Begin
Jan	2- 5	Late Registration
Feb	9	Last Day to Withdraw and Receive "W" Automatically
Feb	22	Holiday
Mar	1	Last Day to Withdraw
Mar	13-15	Final Examinations
Mar	15	Quarter Ends

Spring Quarter

Mar	4- 6	Registration, Presently Enrolled Students
Mar	7	Registration, New and Retruning Students
Mar	11-12	Schedule Changes
Mar	25	Classes Begin
Mar	25-28	Late Registration
May	3	Last Day to Withdraw and Receive "W" Automatically
May	30	Holiday
May	31	Last Day to Withdraw
June	5- 7	Final Examinations
June	7	Quarter Ends

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NOTICE

College classes are held from 4:15 p.m. to 10.15 p.m., Monday through Thursday, with the exception of some occupational and special programs.

BELLEVUE COMMUNITY COLLEGE

Established 1966

Accredited by the Washington State Board of Education

COMMUNITY COLLEGE DISTRICT NO. 8

BOARD OF DIRECTORS

C. W. Duffy

C. E. Robison

Rev. Robert Hayman

Mrs. Harriet Jaquette

Roy Peterson

COLLEGE ADMINISTRATION

Merle E. Landerholm, Ed.D., President

Louis Kahn, Ed.D., Director of College Planning

Roy P. Wahle, Ed. D., Dean of Instructional Services

Wayne G. Siegel, M.Ed., Dean of Student Personnel Services

Associate Dean for Occupational Education

Richard C. Klein, M.A., Associate Dean for Continuing Education

Frank B. Paustain, M. Ed., Admissions & Registrar

Boyd M. Bolvin, M.A., Director of Learning Resources Center

Clarence L. Schulze, Business Manager





A Letter
From
The
President

Dr. Merle E. Landerholm, President

TO THE STUDENTS OF BELLEVUE COMMUNITY COLLEGE

A new era commences for Bellevue Community College with the beginning of this, its third year. We join the other two-year institutions in the newly-formed state system of community colleges. Although we are still primarily an afternoon and evening college, plans continue to move forward for the development of the new campus.

Our history is a short but productive one. The college has rapidly developed from the fledgling institution it was in January 1966. Evidence of this growth can be seen in the new curricular offerings this year:

Industrial Technology
Food Service Supervision
Associate Degree Nursing
Law Enforcement
and
Radiologic Technology

Further evidence can be demonstrated by the student activity "firsts".


1. Student government organized.
2. Bellevue Community College Candid (newspaper)
3. Traditions Committee.
4. The Forum
5. Artist and Lecture Series.
6. Intramurals.
7. Basketball, cross country and track programs.

Still further, the faculty has increased by the addition of several more outstanding teachers; the library has grown to nearly 18,000 volumes; Student Personnel and Instructional Councils have been formed.

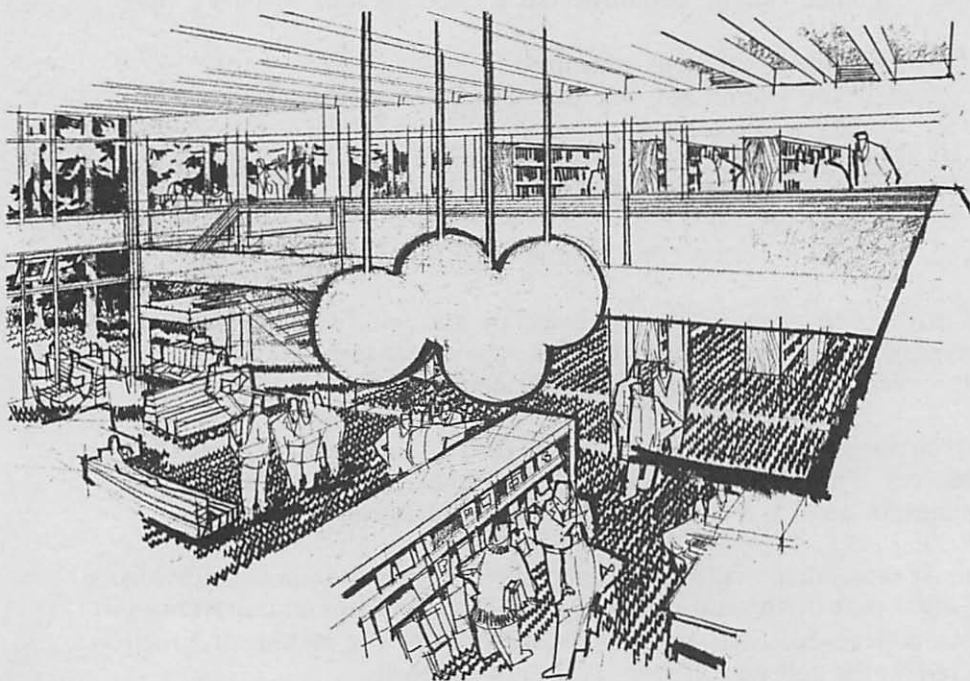
Many challenges lie ahead to which the faculty and students must address themselves. The ship is launched and the "shakedown" cruise continues. To maintain quality remains the goal of the institution.

We must remember that quality is measured best as the sum of individuals who are a part of the institution. Each of us comprises an important part of the college—each shares in the responsibility for making it function effectively—the college will grow as each of us grows.

It is my sincere desire that the 1967-68 year will be an exciting and productive one for each of you.



Merle E. Landerholm
President



STATEMENT OF OBJECTIVES OF BELLEVUE COMMUNITY COLLEGE

A liberal admissions policy.

An educational opportunity at minimal cost to the students.

A comprehensive curriculum including:

- College Transfer Education
- Occupational Education
- General Education
- Continuing Education

A program of individual, vocational and academic counseling.

A wholesome activity and extra-curricular program.

The development of the community college as the cultural center of the community.

Bellevue Community College was created by the action of the Thirty-Ninth Legislature of the State of Washington and the inspired effort of many citizens of the area east of Lake Washington.

ADMISSION AND REGISTRATION

ELIGIBILITY

Candidates for admission to Bellevue Community College must be graduates of an accredited high school or at least 18 years of age. Admission may be granted to other individuals by special permission. In addition, special qualifications must be met for some curriculums.

APPLICATION FOR ADMISSION

Regular students applying for admission to Bellevue Community College are required to complete page one of the "Application for Admission to Washington Higher Institutions". This form is available in high school offices and in the college office. Page one of this form should be completed and sent with the \$5.00 application fee (non-refundable) to the Registrar. The high school principal or counselor should be requested to complete and return pages two and three for persons having been graduated in the past five years. Others are exempt from this requirement.

Upon receipt of page one and the application fee, the applicant's name will be placed on the admissions list and a student number assigned.

Students will be admitted to Bellevue Community College in the order that their applications are received.

REGULAR STUDENT

Students enrolled in programs leading to degrees, certificates, diplomas (including adult high school) or students enrolled for self-improvement and carrying more than 8 credit hours are considered regular students.

Regular students must adhere to all the regulations governing admissions and registration.

SPECIAL STUDENT

Special Students are those enrolled in Continuing Education programs, those taking less than 8 credit hours of work, and other special cases as may be determined by the college.

PREREGISTRATION

To be registered at Bellevue Community College, a student must have the following on file in the college office:

1. A Completed Application for Admission to Washington Higher Institutions. Students applying for admission to Bellevue Community College will be required to complete page one of the "Application for Admission to Washington Higher Institutions".
2. Application Fee. This \$5.00 fee, which is paid only once by each entering student making application and which is non-refundable, should accompany page one of the application for admission. It must be paid before the application can be processed.
3. Advance Tuition Fee. This \$15.00 fee referred to as Pre-Registration fee is applied to tuition and refunded according to the refund policy for tuition.
4. Health Form. Each regular student is required to submit a completed health form. Completion of the health form necessitates a physical examination within three months prior to the time the student is to begin classes.

Special students taking some courses may also be required to have a physical examination.

A health form is mailed to the applicant with the acknowledgment of receipt of his application for admission. This form is to be completed by the applicant and a physician of his choice and submitted to the college before the student completes his enrollment.

5. Transcripts of High School or Other College Work. An official eight-semester high school transcript (or, in the case of transfer students, transcripts from all colleges attended) is required of all regular students. It is the student's responsibility to request that a transcript be forwarded to the college office of admission. If a transfer student has not earned more than 45 credits at another institution, he must submit his high school transcripts.
6. Special and Continuing Education Students. Students falling in these categories are not required to submit health forms and in addition those in Continuing Education programs are not required to complete Pre-Registration procedures.

PRE-REGISTRATION COUNSELING

An appointment for registration will be made for each regular student when he has submitted his application for admission, high school or college transcripts, completed student health form, and paid the \$15.00 advance tuition fee and \$5.00 application fee.

A preliminary planning form is sent to each regular student with the notification of his registration appointment. The student is to complete this form with the aid of the college catalog, listing his desired or anticipated courses. He is advised to confer with his parents, high school or college counselors, and his instructors when planning his college program.

Counseling is also available for special students.



REGISTRATION – NEW STUDENTS

Each student who enrolls at Bellevue Community College is provided with the opportunity of conferring with a registration advisor. This advisor assists the student in arranging his program each quarter. The student is required to bring his completed preliminary planning form with him when he reports for his conference (conferences are scheduled at the same time as the registration appointment).

Following the appointment with his registration advisor, the student completes all registration forms. A student is not enrolled in classes until he has completed these forms.

Students may complete registration procedures at the time of the registration appointment by submitting the entire tuition fees.

PRESENTLY ENROLLED STUDENTS

Presently enrolled students are registered prior to the beginning of each quarter on those days designated on the College Calendar.

In order to provide counseling and advising service, students are scheduled registration appointments. Students may not register before their assigned appointments. If unable to keep an appointment, a student may register later that same day or on any scheduled registration day thereafter. However, students who register at their appointed time will have an advantage of greater course selection.

LATE REGISTRATION

Students should consult the college calendar for registration dates and the last day to register in any quarter. A \$5.00 fee is charged students who register after published registration dates.

SCHEDULE OF FEES

APPLICATION

Payable only once when applying for admission,
non-refundable \$ 5.00

ADVANCE TUITION

Accompanies Application
Applies toward tuition
Refundable as tuition 15.00

QUARTERLY REGISTRATION FEES

RESIDENT STUDENTS

Full Time (12-16 credit hours)
Tuition 50.00
Special Service Fees* 20.00

Part Time (less than 12 credit hours)
Tuition, Special Service Fees*,
per credit hour 6.00

NON-RESIDENT STUDENTS

Full Time (12-16 credit hours)
Tuition 150.00
Special Service Fees* 20.00

Part Time (less than 12 credit hours)
Tuition, Special Service Fees*,
per credit hour 14.00

AUDITORS Same as for credit

CONTINUING EDUCATION Varies, see quarterly evening
class bulletin

LATE REGISTRATION 5.00

CHANGE OF SCHEDULE (after completion of registration)	\$ 3.00
COMPLETE WITHDRAWAL FROM COLLEGE	3.00
REMOVAL OF INCOMPLETE GRADE	2.00
SPECIAL EXAMINATIONS	5.00
CREDIT EXAMINATIONS (per credit hour)	3.00
WASHINGTON PRE-COLLEGE TEST	7.00
LABORATORY BREAKAGE CARD (unused portion refunded)	5.00
PARKING PERMIT (Newport Campus)	
Per Quarter	2.00
Per Academic Year	5.00
INSURANCE	Varies
GRADUATION FEE (Includes rental of cap and gown) . . .	10.00

● SPECIAL FEES (see below)

NOTE: Tuition for Practical Nursing may be paid in four equal installments of \$52.50 each.

To qualify for “RESIDENT” status a student must be domiciled in the state of Washington for one year prior to the commencement of the quarter for which he registers.

*The Special Service Fee supports athletics, student facilities, social activities, and the campus newspaper. The fee also provides admission to athletic, dramatic, musical, and other special cultural events.

- A few courses are subject to special fees. These can generally be found on the official class schedule, or the student will be informed at the time of the first class meeting.

REFUND POLICY

A refund of fees is made only when a student withdraws from college. No fees are refunded when a student reduces his credit hour load after completing registration. A student who is requested to withdraw for disciplinary reasons will not be eligible for refund. Upon withdrawal from college the tuition fees are refunded as follows:

Through first week of classes –80% of refundable fees.

Through second week of classes –50% of refundable fees.

After second week of classes –No refund.



SCHEDULE CHANGES AND WITHDRAWAL PROCEDURES

SCHEDULE CHANGES

Students should consult the college calendar for the dates limiting the adding of or withdrawing from a course. Adding a course or withdrawing from a course is accomplished by filling out a "Change of Schedule" form obtained in the college office. Changes are not official until notified whether or not request has been granted. A \$5.00 fee is charged for each petition filed.

WITHDRAWAL FROM A COURSE

In unusual circumstances, a student may withdraw from a course after six weeks. A grade of "W" (passing) or "E" (failing) will be assigned according to the instructor's evaluation of the student's work up to the time of withdrawal, unless such withdrawal is made at the request of the college. In applying minimum scholarship standards, "E" grades will be counted as failures.

WITHDRAWAL FROM COLLEGE

A student who finds it necessary to withdraw completely from the college due to illness, or other bona fide reason, must request withdrawal in the approved manner by submitting written notice. Failure to do this will not constitute an official withdrawal and will cause forfeiture of any refunds due and a failing grade in all courses.

MILITARY WITHDRAWAL

Should a student be drafted or voluntarily enlist in the Armed Forces he may receive credit and/or refund of fees as follows:

- a. During first one-third of course, full refund of fees and no credit.
- b. During second one-third of course, one half credit, without letter grade and with courses unspecified. Unspecified credit may later be converted to specific credit and grade by examination. One half of fees refunded.

- c. Withdrawal during last one-third of course, full credit, no letter grade and courses specified. Letter grade may be earned by examination upon recommendation of the instructor. No money refund.
- d. A student who is drafted in the last one half of his final quarter and who would obviously have earned his degree if he had not been drafted, whose earned grade average is 'C' or better, and who is recommended by his department chairman and the dean, may be granted a degree prior to his induction into the armed forces by action of the Academic Standing Committee of the Instructional Council.

REMOVAL OF INCOMPLETE GRADE

A student who has performed at a passing level during the quarter but because of some reason was unable to complete the course requirements may be graded 'incomplete'. The instructor records the necessary information for the removal of the incomplete grade on his grade record sheet. It is the responsibility of the student to make the necessary adjustments with the instructor.

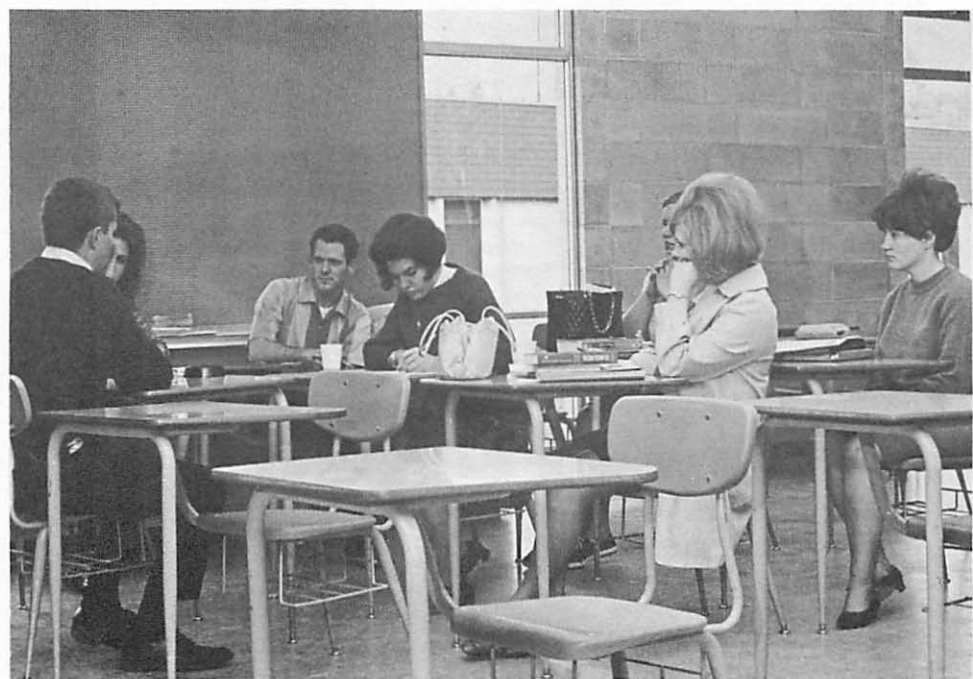
Incomplete grades must be made up by the end of the following quarter or the grade of 'E' will be recorded.

RETENTION OF RECORDS

The credentials of applicants who do not register for the quarter to which they have been admitted are retained in the office of Admissions and Registration for one year. If the student has not notified the college of his intent to register by this time, his records are discarded.

All records forwarded to the Admissions Office become the property of the College and are not returnable to the student or duplicated for any reason.





GENERAL INFORMATION

ATTENDANCE

Students are expected to attend all classes in which they are registered. Individual instructors may deviate from this policy at their discretion. Attendance will be recorded daily for all veterans at the request of the Veterans' Administration.

AUDITING A COURSE

Any person may enroll in a course as an Auditor, provided space is available, upon payment of the required enrollment fees. He is exempt from examinations and does not receive credit. An Auditor's participation in class work shall be at the discretion of the instructor.

A student may not change from 'credit' to 'audit' or from 'audit' to 'credit' after the first week of classes.

CREDITS

Bellevue Community College periods are usually one hour and twenty-five minutes long. Credit is generally given as follows:

1	credit for	1 period/week
2 or 3	credits for	2 periods/week
5	credits for	3 periods/week

Exceptions are noted on the class schedule where some classes are not scheduled in keeping with the school periods.

Laboratory courses often require two or three clock hours of work for each credit hour.

EXAMINATIONS

Final examinations are held regularly at the end of each quarter. Students are required to take the final examination at the time and place scheduled in order to receive credit for the course, unless exempt from examination

by the instructor. An examination taken at any other time than that officially scheduled is a special examination and the student must make application to the Dean of Instruction to make arrangements for the examination. A fee of \$7.50 per special examination is charged.

GRADING

The following values are assigned to letter grades:

<u>Grading</u>	<u>Points Per Credit</u>
A — Superior	4
B — Above Average	3
C — Average	2
D — Below Average	1
E — Failing	0
I — Incomplete	*
P — Passing	†
W — Withdrawal	*
X — Audit, by arrangement with Instructor	*
U — Unsatisfactory	†

† Not counted for G.P.A.

* Not counted credit or G.P.A.

REPEATING A COURSE

A student who has completed a course and received a grade of 'D' or lower may repeat the course. Both grades received will appear on the student's permanent record and will be used in figuring his cumulative grade point average.

PROBATIONARY STATUS

A student whose cumulative grade point average falls below 1.75 at any time after attending 24 or more hours of credit will be placed on an academic probationary status. At the end of two consecutive quarters of academic probation, a student is suspended.

After being suspended for scholastic reasons a student may submit a written petition to the Committee on Academic Standing for reinstatement to the college. Failure to submit a written petition or denial

of the petition by the committee will necessitate the student being dropped from school for the ensuing quarter.

RE-ADMISSION AFTER ACADEMIC DISMISSAL

A student previously dismissed for academic reasons who wishes to re-enroll should secure an application for re-admission at the Student Services Office at least six weeks before registration for the quarter in which he plans to return, and process the application according to directions.

STUDENT RESPONSIBILITY FOR CATALOG INFORMATION

Students are held individually responsible for the information contained in the catalog. Failure to read and comply with college regulations will not exempt a student from such personal responsibility.

Note: Bellevue Community College reserves the right to change any provision or requirement in this catalog at any time, and to add or withdraw courses without prior notification.



THE EVALUATION OF TRANSFER CREDIT

TRANSCRIPTS

An official transcript is a grade report which is signed by the registrar. Copies of the transcript will be mailed free of charge to potential employers or to institutions to which the student has applied for admission upon the student's request. Copies of the transcript will not be released, however, if the student does not have all credentials on file, or if he has not fulfilled all obligations to the college.

Students wishing to have grade transcripts sent to prospective employers or to other colleges must personally request release of this information.

TRANSFER CREDIT

Transfer credits earned at an institution which has been accredited by the respective regional accrediting association or those from the Armed Forces are subject to acceptance at Bellevue Community College.

The maximum number of credits which may be transferred and applied toward an associate degree is 60. Only 30 credits of the 60 credits can be obtained by military and/or credit examination.

A student who has been suspended from another college must allow one quarter of a regular school year to elapse before he will be considered for admission to Bellevue Community College.

A student who has been placed on probation at another college must petition the Academic Standing Committee, in writing, for permission to enroll.

MILITARY CREDIT

Military credits are evaluated from the criteria as defined by the American Council on Education in their publication "Guide to the Evaluation of Educational Experiences in the Armed Services." These military credits, when accepted, are included in the 60 maximum transfer credits which may be applied toward an associate degree and become a part of the student's permanent record only after the student has satisfactorily completed 24 quarter credit hours at Bellevue Community College with a minimum cumulative grade point average of 2.0.

CREDIT BY EXAMINATION

Examinations for credit in courses offered by Bellevue Community College may be taken for work completed in private study or at non-accredited institutions with the following reservations:

- a. Students must be presently registered at Bellevue Community College.
- b. Students must have completed 12 quarter hours of credit with a minimum cumulative grade point average of 2.0 and must complete the next highest sequence course before the student will receive credit.
- c. No student may take an examination in a course in which he has previously been enrolled for credit or audit at this college.
- d. No student will be permitted to repeat an examination in which he did not qualify for credit.
- e. Within a given field of study no student shall receive credit for a course more elementary than that for which he has previously received credit.
- f. A foreign student may not receive credit by examination for elementary courses in his native language.
- g. All credits earned by examination will apply toward the 30-credit limitation.
- h. Credit received by examination will not be included as part of the student grade point, but will be computed for graduation GPA.
- i. No credit will be allowed for an examination grade of less than "C".
- j. Students applying for credit by examination are to petition the Registrar's Office for a certificate of approval. Upon approval the student must submit the certificate to the Dean of Instruction's Office.

TRANSFERABILITY OF CREDITS

The transferability of courses taken at Bellevue Community College is determined by the institution to which the student transfers. Courses numbered 100 and above are generally accepted by four-year colleges. Other courses may be accepted by institutions offering similar courses, but their transferability should not be assumed.

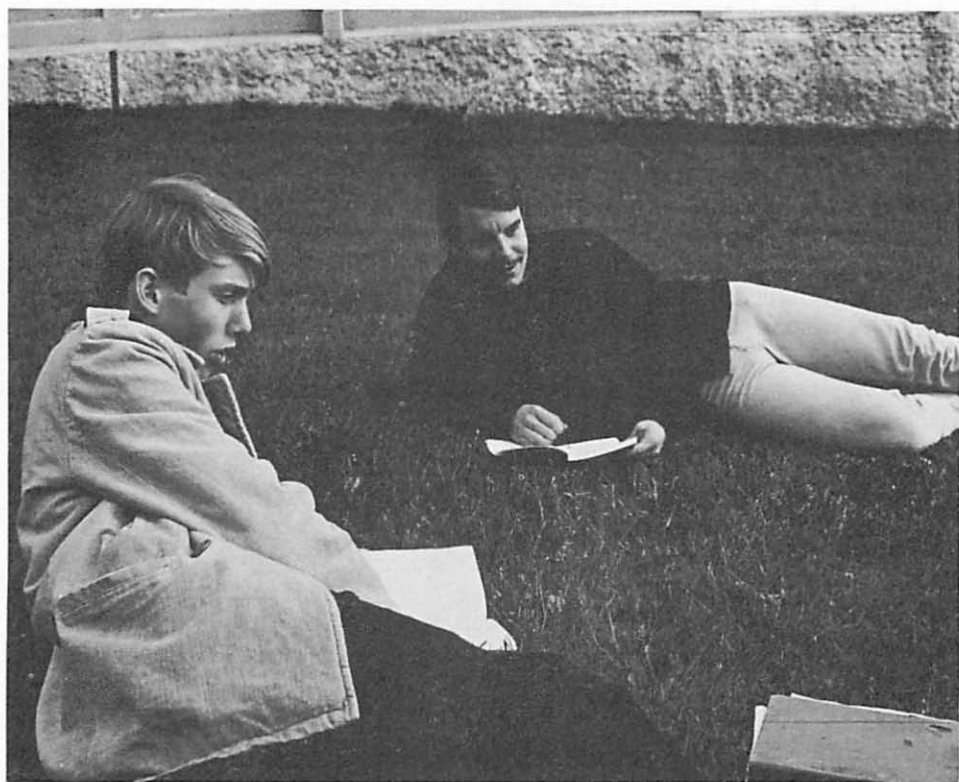
A transferring student will be expected to meet the entrance requirements of the four-year institution at the time he transfers. An institution to which an official transcript of credits is sent may recompute the grade-point average of the student in accordance with its own requirements and policies. The student who plans to transfer to a four-year institution from Bellevue Community College should:

1. Ascertain the undergraduate requirements of the institution to which he wishes to transfer.
2. Satisfactorily complete these requirements at the community college.
3. Determine other prerequisites of the institution to which he wishes to transfer.

VETERANS ADMINISTRATION PROGRAMS

Bellevue Community College has been approved by the Veterans Administration for students eligible under Chapters 31, 34, and 35, Title, 38, United States Code.

Applications for the benefits under Chapters 34 and 35 may be obtained in the Registrar's Office and should be submitted to the Veterans Administration, Regional Office, Sixth and Lenora Building, Seattle, Washington 98121, as early as possible. Students eligible under Chapter 31 should apply directly to the Veterans Administration Office. Students should be prepared to pay their own expenses for at least two months after registration.



GRADUATION

ASSOCIATE IN ARTS AND SCIENCES

To be graduated and receive an Associate in Arts and Sciences Degree a student must complete 93 quarter credits in courses numbering 100 or above with a cumulative grade point average of at least 2.00. The 93 credits must include the following:

1. A minimum of six credits in English composition.
2. A minimum of ten credits in languages and arts, exclusive of the required English Composition courses.
3. A minimum of ten credits in social science.
4. A minimum of ten credits in science.
5. A minimum of three activity credits in physical education.*
6. Electives of the student's choice.

Thirty quarter hours applied toward the degree must be taken at Bellevue Community College. The last ten credits earned before graduation will be earned at Bellevue Community College.

ASSOCIATE IN TECHNOLOGY

Bellevue Community College grants the degree of Associate in Technology for students desiring to complete their formal education in the community college, including technical, vocational or semi-professional training and then enter employment. The requirements for the degree of Associate in Technology are as follows:

1. Completion of a minimum of 90 quarter hours, exclusive of physical education activity courses, in an approved occupational training program.

***Note:** Present lack of facilities may not permit all students to complete this requirement.

2. A cumulative grade-point average of 2.0.
3. Thirty quarter hours applied toward the degree must be taken at Bellevue Community College. The last ten credits earned before graduation will be earned at Bellevue Community College.

ASSOCIATE IN GENERAL STUDIES

Bellevue Community College grants the degree of Associate in General Studies for students who are desirous of completing a two-year program in a community college. The requirements for the degree of Associate in General Studies are as follows:

1. Completion of a minimum of 93 quarter hours in an approved program designed to meet the educational needs of the student.
2. A cumulative grade-point average of 2.0.
3. Three activity credits in physical education.*
4. Thirty quarter hours applied toward the degree must be taken at Bellevue Community College. The last ten credits earned before graduation will be earned at Bellevue Community College.

CERTIFICATE IN PRACTICAL NURSING

Bellevue Community College grants the Certificate in Practical Nursing to students completing the one-year practical nursing program. For the certificate, the student must fulfill the following requirements:

1. Completion of all theory and clinical practice in compliance with the requirements of the Washington State Board of Practical Nurse Examiners.
2. A cumulative grade-point average of 2.0.
3. All quarter hours applied toward the certificate must be taken at Bellevue Community College, except when special permission for credit transfer is obtained from the nursing department.

*Note: Present lack of facilities may not permit all students to complete this requirement.

ADDITIONAL REQUIREMENTS FOR GRADUATION

A student seeking to be graduated from Bellevue Community College must also satisfy the following requirements:

1. All entering students must complete two quarters of English composition or communications, or demonstrate competence in the English section of the Washington Pre-College Test.
2. Credits earned to be applied toward an Associate In Arts and Sciences degree will be evaluated at the time of admission. These credits may be applied toward the requirements of the associate degree if the courses previously taken are equivalent to those currently being scheduled.
3. Students must be enrolled at the time final credits toward graduation are earned.
4. Students must file a petition for graduation before final registration in the last quarter of attendance.
5. Students must satisfy all general and specific requirements of the college, including all financial obligations.
6. It is the responsibility of the student to ascertain that he has fulfilled academic and graduation requirements before petitioning for graduation.



STUDENT SERVICES

Bellevue Community College provides a comprehensive program of student services. These include counseling, financial assistance, registration and admission and a program of student activities.

COUNSELING

Professional counselors are available for any student who may desire assistance with occupational, academic or personal planning. The counseling staff will meet with each entering student and provide assistance in program planning prior to the registration process. This is one aspect of an integrated orientation-registration program. Appointments will be made for each student during summer and information concerning college policies and life on the campus will be presented. This general program planning session will be followed by registration.

A faculty advisor will be appointed for each student according to his area of interest. The instructor will also share the responsibility for advising students in matters relating to plans for subsequent study and will refer students to professional counselors when indicated. Students with special concerns are invited to make an appointment to consult with any administrative officer or faculty member of the college.

STUDENT ACTIVITIES

A varied program of activities is available at the college. Student government plays an important role and the concept of student participation on important college policy making councils is practiced. The framework of student government is evolving and currently comprises elected student body officers and commissioners who will be instrumental in developing an executive-legislative governmental structure.

Social, cultural and intellectual activities play an important role in the individual development of students. Expanding programs in these areas are planned to complement the instructional program.

Bellevue Community College is a member of the Washington Association of Community Colleges and will be participating for the first time in varsity basketball, track and cross country. The college is also committed to a strong intramural program which will feature athletic activities in both team and individual sports.

FINANCIAL AIDS

A program of financial assistance is provided by the college in the areas of short term tuition loans; long term educational loans through the United Student Aid Program. Work assistance is offered through the Federal College Work-Study and institutional work programs, and grants are made available to exceptionally needy students through the federal government Economic Opportunity Grant program.

The Bellevue Kiwanis Club has donated funds for short term tuition loans. Applications for financial assistance must be made to the Dean of Students office prior to registration. Candidates must meet appropriate criteria. Students interested in other facets of the financial assistance program should indicate this at the time of submitting their application for admission to the college.

Scholarship funds are limited. However, the following are available:

Washington Groundsprayers Association - \$200 scholarship for a student enrolled in the Horticulture program.

King County Licensed Practical Nursing Association - One \$100 loan each year for a practical nursing student.

Washington Congress of Parents and Teachers, Inc., - Each high school may select one applicant and students should contact their high school counselors for information. The award is for \$700 of which \$175 is paid each year while the student is enrolled in a state supported college or university in a course leading to a teaching certificate. Scholarship funds are available for persons enrolled in the Industrial Engineering-Technicians curriculum.

PARKING

The college provides adequate parking space for all students. Students are required to purchase and properly display parking stickers for each car and park in assigned areas. A five dollar annual fee is charged or students may exercise an option of a two dollar fee per quarter.

BOOKSTORE

Textbooks and supplies are available in the bookstore. Students enrolled in any college program will find their materials obtainable here.



INSTRUCTIONAL PROGRAMS

Description of Courses





ANTHROPOLOGY

ANTHRO 100 Introductory Anthropology (5)

The study of man's origins, his physical character and social relations through study of the remains of past human life, the divisions of the races of man, their distribution and interrelations, as well as the study of human speech and its relation to human development.

ANTHRO 200 Introduction to Linguistics (5)

An introduction to the scientific study of language with emphasis on an analysis of the phonological and syntactic systems of language.

ANTHRO 202 Anthropology and World Problems (5)

Data and techniques of physical and cultural anthropology applies to the solution of social and political problems. Particular emphasis on anthropology as a means of exploring and better understanding the conditions of accelerated social change in today's world. Prerequisite: Anthro 100.

ANTHRO 203 Introduction to Prehistory (5)

Prehistory of Europe, Africa and Asia from the beginnings of human cultural history to the Bronze Age.

ANTHRO 210 Indians of North America (3)

Analysis of the Indian groups of North American Continent, including Indians of the eastern woodlands, Great Plains, Southwest, California, Great Basin, Northwest Coast, McKenzie area and Eskimoan Indians. Study of their cultures before they were significantly influenced by non-Indians—their language, clothing and housing, religion, social structure, tools and technology economy.

ART

ART 102 Introduction to Art (3)

An introductory studio class integrating the basic principles of art with a variety of studio experiences in different materials and media. Recommended for students who have had no previous art experience. (6 hours of laboratory)



ART 105 Drawing (3)

Experiences in observing and recording graphically. Students will work on still life, figure and outdoor sketching using pencil, charcoal, pen and ink, etc. (6 hours of laboratory)

ART 106 Drawing (3)

Continuation of Art 105 with greater emphasis on figure drawing. Prerequisite: Art 105. (6 hours laboratory)

ART 109 Design (3)

A course covering the basic elements and principles of art. Lectures, discussion and supplementary reading are included to cover the problems of organization of line, form, space, texture, value and color. Latter part of the course involved with color theory and use. (6 hours laboratory)

ART 110 Design (3)

A continuation of Art 109 with greater exploration into the uses of color. The major portion of this course is concerned with three-dimensional design and includes various structural problems. Prerequisite: Art 109. (6 hours laboratory)

ART 129 Design Appreciation (3)

Lectures on design fundamentals, illustrated with slides, painting, pottery, textiles, etc. as well as field trips. The course will cover various related disciplines such as painting, sculpture, crafts, industrial design, architecture, urban planning and interior design. Reading and reference work included.

ART 174 Sculpture (5)

Instruction in the techniques of modern material usage as related to the ability and development of expressive direction of the individual student. (6 hours laboratory)

ART 205 Graphic Design (3)

Exploration of creative approaches to simple layout and poster design and display techniques. Design and composition of pen and brush lettering will be included. Prerequisite: Art 109. (6 hours laboratory)

ART 246 Jewelry Design and Enameling (3)

Course includes design and construction of jewelry using copper, brass and silver; basic metal cutting, soldering and setting of semi-precious stones; enamel design for metal work or jewelry covering such processes as champleve, Plique-a-jour, Limoges and Cloissonne. Lectures and discussions on historical and contemporary jewelry design and enameling. (6 hours laboratory)

ART 247 Advanced Jewelry Design (3)

Continuation of Art 246 with the addition of simple metal casting techniques. Prerequisite: Art 246 or permission of the instructor. (6 hours laboratory)

AUTOMATED ACCOUNTING

AUTO ACCT 100 Electronic Data Processing Orientation (3)

An introduction to modern data processing methods from punched card systems to more complex computers. The place of data processing systems in solving business problems.

BIOLOGY

BIOL 101 General Biology (5)

Survey of elementary biochemical processes common to plants and animals. Living systems viewed at cellular and subcellular level. Intended as an introduction to all other life science courses.

BIOL 102 General Biology (5)

A survey of the plant and animal phyla with special emphasis upon environmental interactions. Prerequisite: Biology 101.

BIOL 113 Marine Biology (5)

Structure, function, occurrence, distribution and identification of marine plants and animals of Puget Sound. Includes study of oceanographic influences upon marine life. Prerequisite: Biology 101 or permission of the instructor.

BIOL 201 Microbiology (5)

Nature of bacterial cells, bacterial processes in nature, relationship of microbes to man and other living organisms; the nature of viruses and some aspects of modern microbiological research. Prerequisite: Biology 101 or permission of instructor.

BOTANY

BOT 113 Taxonomy of Flowering Plants (5)

An introduction to plant classification; field study and laboratory identification of the common plant families and the conspicuous flora of western and central Washington.

BUSINESS ADMINISTRATION

BUS AD 101 Introduction to Business (5)

The role of business in a modern economy; its growth, structure, organization and relationship in environment. Business firms; their objectives, functions and management. Problems of organization, decision-making, controls and related aspects.

BUS ADMIN 145 Business Mathematics (5)

Comprehensive review of arithmetic and algebraic fundamentals. Practical problems in figuring profit and loss markup, discounts, insurance, interest and other applications of mathematics to business and consumer situations.

BUS ADMIN 200 Introduction to Statistical Analysis (5)

The application of statistical data and methods to business and economic problems with emphasis on descriptive measures, statistical inference (probability, sampling, quality control), and forecasting (correlation). Prerequisite: college algebra or equivalent.

BUS ADMIN 201 Legal Foundations (3)

Legal institutions and processes; law as a system of social thought and behavior, a frame of order and authority within which rival claims are resolved and compromised; legal reasoning; the interaction of law and business; the lawyer and the business firm.

BUS ADMIN 202 Business Agreements (3)

The nature, development and operation of those principles of contract law primarily affecting business agreements.

BUS ADMIN 210, 220, 230 Fundamentals of Accounting (4) (3) (3)

Basic principles, theories and procedures for reporting business transactions. Development and interpretation of accounting reports. Emphasis on theoretical aspects of accounting rather than on bookkeeping. Prerequisite: 210 for 220; 220 for 230.

BUS ADMIN 291 Finance and Investments (3)

An introduction to finance, a treatment of the forces affecting the supply of funds in the capital market, nature and role of finance in the national economy, short term financing, long term financing and analysis of the benefits of credit to different businesses.

BUSINESS EDUCATION

BUS ED 71, 72 Practical Accounting (5) (5)

Theory and practice of keeping adequate records, with emphasis on the small business. Use of special journals, controlling accounts and subsidiary ledgers, treatment of notes and interest, periodic adjustments, closing procedure and preparation of financial statements, payroll accounting.

BUS ED 73 Practical Accounting (5)

The application of practical accounting to various accounting systems; introduction to the preparation of income tax returns for individuals and sole proprietorships; payroll, sales and excise tax returns.

BUS ED 74 Principles of Salesmanship (3)

Principles and techniques of modern retail and wholesale merchandising and their application to the individual.

BUS ED 75 Introduction to Marketing (3)

Practical orientation into the broad field of business. Organized around the problems confronting marketing managers.

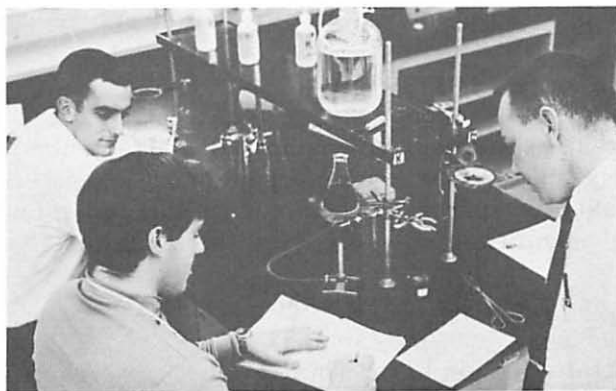
BUS ED 80 Retail Merchandising (3)

Review of the dynamic changes in the economic, technological and social aspects of competitive retail merchandising.

BUS ED 81 Orientation to Employment (2)

A study of techniques involved in applying for and obtaining work -- career opportunities, application letter, resume, follow-up, job interview, employment examinations and office etiquette.

CHEMISTRY



CHEM 101 General Chemistry (5)

Examines molecular theory, quantitative relationships in chemical processes, solutions, ionic equilibria, acids, bases and salts. Chemistry of common metals and nonmetals.

CHEM 102 General Chemistry (5)

Continuation of Chemistry 101. Special emphasis on organic chemistry and bio-chemistry. Prerequisite: Chemistry 101 or 140 or permission of instructor.

CHEM 121, 122 Applied Chemistry (3) (3)

Designed to give special emphasis to the role of chemistry in applied science areas. Two-quarter sequence integrating inorganic, organic and biochemical concepts. Laboratory experiments in various areas of applied chemistry.

CHEM 140 General Chemistry (5)

For science, engineering and other majors who plan to take a year or more of chemistry courses. The structure of matter, atomic and molecular theory, the elements, valence and quantitative relationships. Prerequisite: one unit of high school chemistry or Chemistry 101; also Mathematics 101 or passing score on algebra qualifying test.

CHEM 150 General Chemistry (5)

Stoichiometry, aqueous solutions, kinetics, acid and base equilibria, electrochemistry, oxidation and reduction. Prerequisite: Chemistry 140.

CHEM 160 General Chemistry (5)

Periodic system, phase equilibria, metals and non-metals, metallurgy and nuclear reactions. Laboratory consists of semi-micro qualitative analysis for common cations and anions; separation and identification procedures. Prerequisite: Chemistry 150.

DRAMA

DRAMA 100 Introduction to the Theater (5)

Introduction to the theater is a survey of modern American theater, concentrating on the fundamentals of production. Student participation in acting exercises and production demonstrations will allow greater understanding of the theater as a mode of creative and artistic expression.

ECONOMICS

ECON 200 Introduction to Economics (5)

Basic economic concepts and the natural income, organization and operation of the American economy; problems of inflation, unemployment, taxation, the public debt and international trade. The role of monetary and fiscal policies in promoting economic stability.

ECON 201 Principles of Economics (5)

An analysis of the operation of the American economy with emphasis on production and distribution of income and wealth, prices and wages, and problems of world economy and comparative economic systems. Prerequisite: Economics 200 or permission.

EDUCATION

EDUC 110 Introduction to Education (3)

Introduction to the background, philosophy, and characteristics of American education; observations of classroom procedures and related activities.

ENGLISH

ENG 101, 102, 103 English Composition (3) (3) (3)

Composition courses, with collateral readings in fiction and nonfiction, the reading intended to serve as models for various writing problems.

ENG 101A English Composition (3)

Rudimentary skills of English grammar and expression. Basic composition with collateral reading from selected essays. This course and English 101B must both be completed to receive transferable credit.

ENG 101B English Composition (3)

Extension of skills acquired in English 101A with greater emphasis upon factual writing techniques. Prerequisite: English 101A or equivalent.

ENG 110 Introduction to Literature – Poetry (5)

A study of various poetic forms and techniques, through analysis of representative examples of poetic art, with emphasis upon explication of text.

ENG 111 Introduction to Literature – Drama (5)

An introduction to dramatic method, in terms of representative examples of various modes of dramatic expression.

ENG 112 Introduction to Literature – Fiction (5)

Fictional techniques approached through analysis of short stories and at least one novel, with special emphasis on the investigation of various modes and structures of fictional expression.

ENG 267 American Masterpieces: Beginnings to 1900 (5)

Readings from the works of Edwards, Franklin, Thoreau, Hawthorne, Melville, Twain and others, emphasizing their contribution to the American cultural scene.

ENG 268 American Masterpieces: 1900 to the Present (5)

Readings in modern American literature, including James, Stephen Crane, Fitzgerald, Hemingway, Eliot, Pound, Wallace Stevens, Faulkner, Frost, Bellow. Prerequisite: English 267 or its equivalent.



FOOD SERVICES

FOOD SERV 70 Orientation to Food Services (2)

An introduction to food service in hospitals, school lunch rooms, nursing home, industry and restaurants, with field trips to acquaint the student with aims and objectives of each type of service. Profit-making and "break-even" operations, characteristics of supervisory personnel, opportunities for employment and advancement will be covered in classroom and group discussions.

FOOD SERV 75 Principles of Food Preparation and Service (3)

Principles of cooking will be taught by lecture and demonstration on the basis of food groups. Quality and portion control; evaluation of product costs, quality, labor time versus "convenience" foods; care, sanitation, storage of food; rules and regulations governing the products will be covered.

FOOD SERV 76 Principles of Food Preparation and Service (3)

A continuation of Food Services 75. (Prerequisite: Food Services 75)

GEOLOGY

GEOL 100 Survey of Geology (5)

A study of the processes which have been important throughout geologic times, both in and beneath the surface, in giving the earth its present form. Field and laboratory study of minerals and rocks.

HEALTH EDUCATION

H.E. 250 Personal Health (3)

Personal health, exercise, weight control, prevention of infection, diet, stimulants, depressants, injurious popular remedies and fads, sunlight, air and ventilation, choosing a doctor, and life-extension problems.

H.E. 292 First Aid and Safety (3)

The student may meet requirements for both standard and advanced American Red Cross First Aid Certification.

HISTORY

HIST 101 Medieval European History (5)

Europe from the gradual dispersal of the Roman Empire to 1500. Evolution of the basic values and institutions of Western civilization as it developed culturally, philosophically and socio-logically, and the emergence in the high and late Middle Ages of what has come to be known as the Liturgical State. Also the manifestations - architectural, religious, literary, and philosophical - of that oft-encountered word Gothic.

HIST 102 Modern European History (5)

Political, social, economic and cultural history of Europe from 1500 to present, including the evolution of nationalism, democracy and imperialism and their interrelations: p with the Industrial Revolution. Some emphasis on the Reformation, French Revolution, Russian Revolution.

HIST 110 History of Civilization, Beginnings to 500 A.D. (5)

A history of the Eastern and Western world from their beginnings with the emphasis upon developing and understanding and appreciation of the cultural heritage from the past. Outside readings are in the source writings of each culture. Classroom discussions, readings and seminars are devoted to evaluation of India, China, Japan, the Near East, Greece and Rome.

HIST 111 History of Civilization, 500 A.D. to 1800 (5)

A continuing history of the Western and Eastern worlds from the so-called ending of ancient times up to the 19th century. Some representative topics include: the advent of Christianity, the rise of Islam, the Medieval era in Europe, the impact of the Western world upon Asica, England's development, the French Revolution, etc. Outside reading will be in the source writings of each period and will bring out the "personal view" of history.

HIST 112 History of Civilization, 1800 to the present time (5)

The study of civilization continues to the present day. Some representative topics include: America's Jeffersonian era, Napoleon and the reaction to his empire, the European control of China's coast, the Sepoy Mutiny in India, Japan's reformation, the division of Africa, the First and Second World Wars, the

Industrial Revolution, Marxism, the Cold War, etc. Outside reading will provide an understanding of the meanings behind the events and enable the student to appreciate better the problems of our present-day world.

HIST 241 History of the United States, Colonial times to 1876 (5)

America's past through the period of Reconstruction is studied with the purpose of "arguing out" our basic attitudes and problems. The text, the lectures, the seminars and the outside reading are centered around the "problem approach," in order to critically examine our history. Some topics include: how we laid down our basic foreign policy? what caused the Civil War? why was the Constitution both liberal and conservative? why did Reconstruction fail, or did it?

HIST 242 History of the United States, 1876 to the present time (5)

The study continues to the present day, using the problem approach. Some topics include: the role of the Business Leader, the decision to enter the 1st World War and the argument over the League, Foreign policy in the 30's, the global conflict and the cold war, the Negro and the crisis of Federalism.

HIST 264 History of Washington and the Pacific Northwest (5)

History of the peoples and institutions of the state of Washington to help the student better comprehend the natural and cultural forces that shaped the state in which he resides. Covers geological development of the state, life and culture of aboriginal inhabitants, changes brought by European explorers, traders and settlers, developments as part of the Oregon Territory, as Washington Territory, changes which came with statehood and trends continuing to the present time.



HOME ECONOMICS

HOME EC 101 Clothing Construction (3)

Emphasis on the principles of fitting and pattern alteration, with each student making her own basic fitting shell. Basic clothing construction techniques carried out in garment construction. A classroom-laboratory course.

HOME EC 102A Clothing Study and Selection (2)

Development of good taste in dress through the study of color, line and design in relation to the figure. Study of the sociological and psychological trends in clothing selection and their relationship to fashion.

HOME EC 102B Clothing Study and Selection (2)

Laboratory (optional): application of the basic principles of design with laboratory work in clothing construction.

HOME EC 113 Interior Design (3)

Emphasis of design principles in areas of furniture selection and arrangement; color; land and house orientation; window and floor coverings; lamps and lighting; use of texture in fabric; masonry; glass and ceramics; and relationship of walls, doors, windows.

HOME EC 201 Textiles (3)

Classroom and laboratory to study the identification and characteristics of fibers and fabrics, finishes, yarn and weave construction. The application of these principles in regard to the selection, use, and care of fabrics will be stressed.

HORTICULTURE

HORT 81, 82 Manual and Mechanical Tools (3) (3)

An introduction to equipment and tools used in the industry and a study of their care, maintenance and safety precautions. Includes the sharpening of hand tools, manual and power lawn mowers and other related equipment; also the troubleshooting and repair of small engines. (One-half hour classroom discussion, six hours shop.)

HORT 85 Elements of Welding (2)

Basic techniques of simple fusion welding and cutting. The use of both acetylene and electric arc equipment. (One-half hour classroom discussion, four hours shop.)

HORT 91 Use of Field Instruments (2)

The use of the transit theodolite and/or the field level, the taking of notes and preparation of layouts and drawings in the field. (One hour classroom discussion, two hours field.)

HORT 92 Interpretation of Data (2)

The use of field information to develop plot plans showing basic topography and structures. (One hour classroom discussion, two hours drawing.) Prerequisite: Hort 91.

HORT 99 A Survey of Ornamental Horticulture (3)

Classes are scheduled to visit a golf course, nursery, fertilizer processing plant, a sod farm and stolon nursery, a propagator-grower, a seed processing plant, an equipment manufacturer, a spray application business, a large wholesale-retail firm, and other related horticultural businesses to study the various areas of employment opportunities, their management procedures and their integral functions within the horticulture industry.

HORT 101, 102, 103 Plant Identification (3) (3) (3)

Identification of the common ornamental trees and shrubs. (One hour classroom, four hours laboratory and field.)

HORT 107 Plant Anatomy and Physiology (2)

A basic study of the plant root, stem and leaf structures and their functions. (One hour classroom, two hours laboratory.)

HORT 111 Soils (5)

An introduction to soils, soil separates and soil texture; the adaptations and management of soils for plant utilization, growth and production. (Two hours classroom, six hours laboratory.)

HORT 112 Irrigation and Drainage (3)

A study of the basic principles of irrigation, drainage and soil conservation with application of techniques through field construction. (One hour classroom, four hours field.) Prerequisite: Hort 111 or special permission.)

HORT 113 Soil Chemistry (3)

A study of the soil soluble salts and their effect on plant growth and soil structure. Includes a study of fertilizers, their sources, availability, deficiency signs and symptoms, formulations, analyses, ratios, field application and cost comparisons. (One hour classroom, four hours laboratory.) Prerequisite: Hort 111 or special permission.

HORT 121 Turf and Turf Grasses (5)

A study of soils and soil mixes for turfs, turf grass mixes, the field preparation and planting of lawns, golf greens, etc., mowing and maintenance practices, irrigation, feeding, etc. (Three hours classroom, four hours laboratory and field.) Prerequisite: Hort 111 and 112 or special permission.

HORT 131 Insects and Insect Control (2)

Identification of insects and related pests, their control methods and the field application of pesticides. A study of the principal animal pests of turf, trees and shrubs. (One hour classroom, two hours laboratory and field.)

HORT 132 Weeds and Weed Control (2)

Identification of weeds, their control methods and the field application of herbicides. A study of the common annual and perennial weeds of turf, garden and related growing areas. (One hour classroom, two hours laboratory and field.)

HORT 133 Special Problems (1-5)

HORT 141 Planting and Growing Procedures (3)

Planting, balling, burlapping, transplanting, irrigation and feeding methods and related plant management practices. (One hour classroom, four hours field.) Prerequisite: Hort 111, 112, 113 or special permission.)

HORT 142 Ornamental Pruning (3)

Pruning, shaping and training of ornamental trees and shrubs, fruit trees, berries, grapes, etc. used in the landscape or home gardens. (One hour classroom, four hours field.)

HORT 143 Growing Structures (2)

The construction of plastic and glass greenhouses, lath houses, cold frames, etc. and the location, heat, light, humidity and ventilation requirements for same. (One hour classroom, two hours field.)

HORT 201, 202, 203 Plant Identification (3)

Plant identification with regard to color, texture, shape, size, etc., the requirements of soil, sunlight, moisture, etc., and the aesthetic use of plant materials. (One hour classroom, four hours laboratory and field.) Prerequisite: Hort 101, 102, 103, 107 or special permission.

HORT 205, 206, 207 Soil Sampling Procedures (2)

Laboratory analysis of soils for growing purposes. Prerequisite: Hort 111, 112, 113 and 211 or special permission.

HORT 209 Trees (3)

A study of trees for their identification and application as fruits, ornamentals, shade trees, street trees, specimen trees, etc. (One hour classroom, four hours field.) Prerequisite: Hort 101, 102, 103 or special permission.

HORT 211 Soil Chemistry (3)

A study of soil reaction and interrelationship between other soil factors. Deficiency and excess symptoms, complete nutrient analyses of soils, and recommendations for corrective measures. (One hour classroom, four hours laboratory.) Prerequisite: Hort 113 or special permission.

HORT 221, 222, 223 Turf Management (5)

A study of turf construction and maintenance problems throughout the season. Includes lawns for residences, institutions, parks, etc., with special emphasis on golf courses. (One hour classroom, eight hours field.) Prerequisite: Hort 111, 112, 113.

HORT 224 Turf Management (5)

Same as Hort 221, 222, 223 for those not specializing in turf management. (One hour classroom, eight hours field.) Prerequisite: Hort 121, Hort 211 or special permission.

HORT 231 Plant Insects (2)

A study of that phase of entomology which deals with plant insects, their identification, growth forms, habits, eradication, etc. (One hour classroom, three hours laboratory and field.) Prerequisite: Hort 131 or special permission.

HORT 244 Wholesale-Retail (3)

Management procedures and the programming of practices for growing plants as a profitable business. (One hour classroom, four hours field.)

HORT 261 Plant Diseases (2)

A study of trees and shrubs with respect to plant diseases, their identification, nature, causes and methods of control. The influence of environment and the role of micro-organisms. (One hour classroom, two hours laboratory and field.) Prerequisite: Hort 131, 132 or special permission.

JOURNALISM

JOURN 40 College Publications (1)

Writing, layout, and interviewing for college publications.

JOURN 140 Newswriting (2)

Fundamentals of reporting, interviewing, and newswriting. Includes functions of a newspaper, journalistic style, and elements of libel.

JOURN 141 Newswriting Laboratory (2)

Practicum in reporting and newswriting, focused on production of the student newspaper, BCC Candid. Meets four hours per week. May be taken with Journalism 140. (No more than 6 hours of Journalism 141 may apply toward the Associate in Arts and Sciences Degree.)

LANDSCAPE DESIGN

LAND DES 204 Advanced Drawing (5)

Advanced drawing techniques, special effects, and the development of residential and commercial landscape plans, utilizing the basic elements of design. (One hour classroom, eight hours drawing.)

LAND DES 205, 206 Design Problems (5) (5)

The use of advanced drawing techniques applied to special design problems. (One hour classroom, eight hours drawing.)

LAND DES 221 Concrete Technology (1)

The study of aggregates, concrete mixes and the application of concrete to patios, structures, etc. in landscape designs. (One-half hour classroom, two hours laboratory and field.)

LAND DES 222 Wood Technology (1)

The study of wood products, preservatives and the application of wood structures in landscape designs. (One-half hour classroom, two hours laboratory and field.)

LAND DES 223 Rocks and Rockeries (1)

The study of rock types, outcroppings, retaining walls, etc., and the use of rocks in landscape design. (One-half hour classroom, two hours laboratory and field.)

LAND DES 224 Water and Water Illusions (1)

The study of waterfalls, streams, streambeds, pools, fountains, etc., with the actual use of water and with water effect only. (One-half hour classroom, two hours laboratory and field.)

LANGUAGES



SPANISH 100A, 100B, 100C Beginning Spanish (5) (5) (5)

Methods and objectives are primarily audio-lingual. Oral practice in the language laboratory is required. Prerequisite for 100B: 100A or college equivalent or one year high school Spanish or instructor's permission. Prerequisite for 100C: 100B or college equivalent or from one to two years high school Spanish or instructor's permission.

SPANISH 200A, 200B, 200C Intermediate Spanish (5) (5) (5)

Intensive practice in speaking, reading and writing. Systematic review of grammar. Oral practice based on selected literary pieces of the language. Prerequisite for 200B: 200A or college equivalent or two years high school or instructor's permission. Prerequisite for 200C: 200B or from two to three years high school Spanish or permission of the instructor.

FRENCH 100A, 100B, 100C Beginning French (5) (5) (5)

Methods and objectives are primarily audio-lingual. Oral practice in the language laboratory is required. Prerequisite for 100B: 100A or college equivalent or one year high school French or instructor's permission. For 100C: 100B or college equivalent or from one to two years high school French or instructor's permission.

FRENCH 200A, 200B, 200C Intermediate French (5) (5) (5)

Intensive practice in speaking, reading and writing. Systematic review of grammar. Oral practice based on selected literary pieces of the language. Prerequisite for 200B: 200A or college equivalent or two years high school French or permission of the instructor.

GERMAN 100A, 100B, 100C Beginning German (5) (5) (5)

Methods and objectives are primarily audio-lingual. Oral practice in the language laboratory is required. Prerequisite for 100B: 100A or college equivalent or one year high school or instructor's permission. Prerequisite for 100C: 100B or college equivalent or from one to two years high school German or instructor's permission.

GERMAN 200A, 200B, 200C Intermediate German (5) (5) (5)

Intensive practice in speaking, reading and writing. Systematic review of grammar. Oral practice based on selected literary pieces of the language. Prerequisite for 200B: 200A or college equivalent or two years high school German or instructor's permission. Prerequisite for 200C: 200B or from two to three years high school German or permission of the instructor.

RUSSIAN 100A, 100B, 100C Beginning Russian (5) (5) (5)

Objective is to help develop four basic skills in understanding, speaking, reading and writing. Method used is audio-lingual. Development of audio-lingual skills are supplemented by laboratory practice. No credit is given for 100A until 100B has been satisfactorily completed. Prerequisite for 100B: 100A or college equivalent or placement test. Prerequisite for 100C: college equivalent or placement test.

MATHEMATICS

MATH 20 Fundamental Mathematics (3)

A mathematics course for parents, housewives, businessmen, professionals or students who feel that something was “missed” or forgotten in their mathematical background. Includes study of the theory and development of number systems, why we use the systems we do, discussion and usages of the various number systems being taught today, the theory of sets, review of and new ways to approach arithmetical techniques of adding, subtracting, multiplying and dividing. Includes a look at elementary geometric concepts.

MATH 31 Introduction to Algebra (5)

Introduction of symbols and sets with an approach to algebra which emphasizes the axiomatic development to help the student discover the “why” and “how” of problem solving. Includes a review of using sets and numbers in simple problems, basic arithmetical processes and their function in algebra, equations involving one to several variables, quadratic equations, rational and real numbers. Equivalent to one year of high school algebra.

MATH 32 Geometry (5)

An introduction to the methods of mathematical proof, with emphasis on the relation of geometry to other branches of mathematics. Study of points, lines, planes and three-dimensional topics. Use of deductive reasoning with direct application to geometric proofs is emphasized. Equivalent to high school geometry. Prerequisite: Mathematics 31 or equivalent.

MATH 101 Intermediate Algebra (5)

Extended development of the axiomatic approach in a course including a study of mathematical systems, solutions of equations, inequalities, functions, exponents and logarithms, and coordinate systems. Similar to second-year algebra in high school. Prerequisite: Mathematics 31 or equivalent.

MATH 104 Plane Trigonometry (3)

This course will serve both the scientific and liberal arts student. Its approach will be real number and analytical, rather than computational. Topics include the development of circular

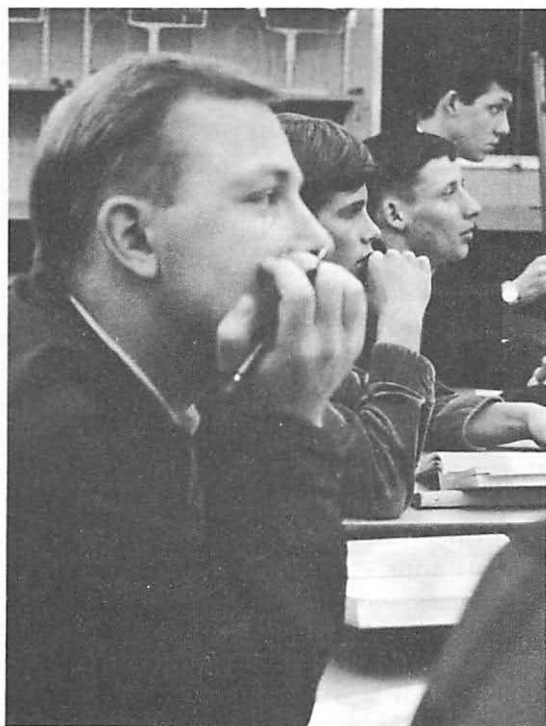
functions, multiple angle functions, inverse functions, graphs, equations, identities, and applications. Similar to high school trigonometry. Prerequisite: Mathematics 101 or equivalent.

MATH 105 College Algebra (5)

Real and complex number systems; sets and equations; simultaneous equations and matrices; inequalities; functions and relations; algebraic, exponential and logarithm functions. Prerequisites: one and one-half years of high school algebra or Mathematics 101.

MATH 124, 125, 126 Analytical Geometry and Calculus (5) (5) (5)

Plane analytic geometry, differentiation of algebraic and transcendental functions, antiderivatives, definite integrals, technique of integration, vector algebra, solid analytic geometry, multiple integrals, partial derivatives, applications. Prerequisites: Mathematics 104 and 105 or permission.



MUSIC

MUSIC 101 Structure of Music (5)

For students with some previous experience in music. Prerequisite: permission of instructor or Music 104. Review of scale and chord construction, use of chords to accompany simple melodies, simple part writing, analysis of classical and popular music, ear training in reproducing melodies and chords, work at keyboard, principles of melodic writing, simple compositions.

MUSIC 102 Structure of Music (3)

Prerequisite: Music 101 or equivalent. Expansion of writing techniques and chord uses, analysis of forms, keyboard work and ear training covered in Music 101.

MUSIC 104 Fundamentals of Music (5)

For students with little or no music experience. Learn the basic vocabulary of music, how to read music, how a melody is constructed, writing simple melodies, construction of scales, study of basic chords, use of chords and melodies at the piano keyboard, development of the ability to write down chords and melodies which are heard; improvement of singing melodies.

MUSIC 100 College Choir (2)

Fundamentals of music and voice production through group singing. Open to all who wish to sing.

MUSIC 107 Musical Styles (5)

The “why” and “how” of music is explored by listening to music, readings, and discussions about music of varied styles--popular, “classical” (from primitive music to contemporary experiments), jazz. A look at the historical development of music to give perspective to music heard today. Study of today’s musical environment.

MUSIC 110 The Concert Season (3)

A guided “tour” of the concerts in Seattle. Study of the instruments, voices and varied concert uses of music will accompany attendance at performances of the Seattle Symphony, Seattle Opera Association, chamber music and solo recitals, jazz groups. Rehearsals will be visited to see how music is put together. The

content and style of work to be performed will be studied in class before each concert. Transportation to concerts will be arranged. A set fee (determined by the exact number of concerts to be heard during any one quarter) will cover tickets to concerts at reduced prices. (Fee is non-refundable.)

MUSIC 217 Opera Workshop (3)

A novel opportunity to see opera from the “inside.” Class will begin with study of instruments and types of voices and a brief history of the development of opera, then turn to study of specific operas to be performed during that quarter, including music, libretto and singers. With the cooperation of the Seattle Opera Association, members of the class will attend rehearsals and participate in the actual production of at least one (and more likely two or three) of the seasons’ operas at the Seattle Opera House. The type of participation will vary with the opera, but may include working on scenery, collecting props, taking part as non-singing walk-on extras, etc. Discussion of varied aspects and problems of opera production will parallel work in the performance.

NURSING

NURSING 70 Microbiology

A brief introduction to micro-organisms, especially pathogenic organisms, and their application to nursing care.

NURSING 71 and 72 Anatomy and Physiology I & II

A study of the basic theory and facts about the structure and function of the human body, the relationship between structure and function, and their application to nursing. Taught in relation to Nursing 81 and 82.

NURSING 75 and 76 Nursing Arts II & II

The study and practice of the basic nursing arts commonly assigned to the practical nurse, organized to cover the material by body systems and by application to major clinical areas. Taught in relation to Nursing 81 and 82.

NURSING 78 Personal and Community Health

A course designed to: (a) develop an awareness of personal health practices which promote optimum physical and emotional well-being, and (b) to explore the community on all levels—local to world-wide; its development, health problems, and structure of the official health agencies. Each of the major health programs maintained on a community level are explored. Selected field trips are included.

NURSING 80 Pharmacology – Math

A study of common methods used to compute doses of drugs and to make solutions. Included in the course is a review of basic arithmetic.

NURSING 81, 82, and 83 Medical-Surgical Nursing I, II, III

A three quarter sequence comprising the comprehensive study and practice of medical-surgical nursing. Both classroom theory and clinical experience are offered concurrently. The nursing courses related to anatomy and physiology, drugs, diet therapy and nursing arts are taught as an integral part of Nursing 81 and 82. Nursing 83 is primarily clinical experience in nursing specialty areas and geriatrics.

NURSING 85 and 86 Pharmacology – Drugs I & II

A two-quarter sequence in the study of common drugs utilized in the treatment of medical-surgical disorders. Taught as an integral part of Nursing 81 and 82.

NURSING 88 Rehabilitation

An introduction to the major facets involved in the rehabilitation process. Both short-term and long-term rehabilitation are presented with particular emphasis on the practical nurse's role on the rehabilitation team. The course includes several field trips.

NURSING 90 Pediatrics

An introduction to the nursing of children. Concurrent theory, selected observations, and clinical experience is provided in care of the well, handicapped and ill child, with emphasis placed on the child-parent-nurse relationship. Included in the course is a section on growth and development.

NURSING 91 and 92 Personal and Vocational Relationships I & II

A two quarter sequence including the study of (a) the legal and organizational role of the practical nurse in the health team; (b) the principles of interpersonal relationships; (c) employment etiquette and opportunities; and (d) types and benefits of membership in vocational nursing organizations.

NURSING 94 Obstetrics

A basic study and practice of maternity nursing. The theory of the entire maternity cycle is presented. Clinical practice includes observation in obstetric clinics and the labor-delivery area, direct care of postpartum and hospitalized non-acute antepartum patients.

NURSING 96 Newborn

A basic study of and practice in care of the normal and non-acute abnormal newborn.

NURSING 98 Geriatrics

An introduction to the major physical and psychosocial aspects of the aging process. Learning experiences include lecture-discussion, field trips and clinical experience in an extended care facility (as part of the Nursing 83 clinical rotation).

NURSING 99 Nutrition

A study of nutrition designed to: (a) provide an understanding of the functions and specific requirements of the nutrients essential to the maintenance of optimum health, and (b) to apply these basic principles to specific disease conditions.

NURSING 101 Basic Nursing (5)

Comprised of three hours of lecture and 8 hours of lab per week. The course is designed to: (1) provide an understanding of the nursing profession through the study of nursing history, ethics, and the role of nursing in the society; and (2) to provide a foundation on which the unique aspects of each of the major clinical areas can be based – this foundation being comprised of major areas as follows:

- (a) The basic needs of patients for physical hygiene and comfort, safely provided.
- (b) The general patterns of physical or overt health problems that patients may face.

- (c) The psychological need for a recognition of the patient as a person with his own uniqueness.
- (d) The rehabilitative needs of patients with life modifications so common in long-term illness.

NURSING 102 Obstetric Nursing (6)

Comprised of three hours of lecture and nine hours of lab per week. Course content and clinical experience is geared to the family-centered approach to maternity. The normal maternity cycle with pre-natal through post-partum is included with particular emphasis on the relationships within the mother-father-sibling complex.

NURSING 103 Nursing of Children (7)

Comprised of three hours of lecture and 12 hours of lab per week. Selected observation and experience is provided in care of the well and ill child with emphasis placed on the child, parent, nurse relationship.

NURSING 201, 202 and 203 Comprehensive Nursing I, II, III (10)(10)(10)

Comprehensive nursing extends over three quarters, each of which is comprised of 5 hours of lecture and 15 hours of lab per week. The course is designed to present medical-surgical nursing and closely related subjects in a comprehensive manner. Theory and practice relating to major health problems are offered concurrently over the three quarter period, including integrated pharmacology, diet therapy, rehabilitation concepts, mental health concepts, and family and public health aspects.

NURSING 210 Psychiatric Nursing (6)

Section A: first half of quarter

Section B: second half of quarter

Psychiatric nursing is comprised of 8 hours of lecture and 12 hours of lab per week for one-half quarter. The course is designed to include concepts, principles and their application in psychiatric-mental health nursing. Since principles of psychiatric nursing are integrated throughout the curriculum, theory and clinical experience are geared toward care of the mentally ill person.

PHILOSOPHY

PHIL 90 Basic Logic (3)

Study and analysis of the fundamental concepts of clear, logical thinking and talking. An introduction to the basic concepts of formal logic.



PHIL 100 Introduction to Philosophy (5)

An introduction to the problems and history of western philosophy through a careful study of some original writings of the great philosophers on issues of lasting importance. The student may learn to distinguish metaphysics from science, theory of knowledge from psychology, and ethics from morality.

PHIL 120 Introduction to Logic (5)

A thorough study of the formal conditions of valid argumentation. The student may profitably apply this knowledge in all fields of inquiry.

PHIL 215 Introduction to Ethics (5)

Systematic study of typical analyses of the distinction between good and evil, right and wrong. The appeals to custom, theology, reason, human nature and happiness as standards for solution of moral problems. Readings in Plato, Hume, Kant, Mill and others.

PHIL 267 Introduction to Philosophy of Religion (5)

A systematic study of philosophical attempts to affect religious thinking regarding, for example, the existence of God or the relationship between religion and morality or the relationship between religion and truth.

PHIL 280 Conference in Philosophy (1-5)

Selected readings on a topic in philosophy or a philosopher of the student's choice. A paper will be written in conjunction with five to ten hours private conference with the instructor. Prerequisite: At least one course in philosophy and permission of the instructor.

PHYSICAL EDUCATION

Physical Education Activity Courses

- | | |
|-----------------------------|----------------------------------|
| P.E. 104 Curling | P.E. 123 Archery |
| *P.E. 106 Handball | P.E. 124 Body Conditioning |
| *P.E. 107 Basketball | P.E. 125 Hunting |
| P.E. 108 Tennis | *P.E. 128 Weight Training |
| P.E. 110 Golf | P.E. 129 Sailing |
| P.E. 113 Fencing | P.E. 130 Skating |
| P.E. 115 Gymnastics | P.E. 136 Basic Mountain Climbing |
| *P.E. 117 Wrestling | P.E. 149 Skiing |
| P.E. 118 Volleyball | P.E. 150 Intermediate Sailing |
| P.E. 119 Beginning Swimming | P.E. 157 Intermediate Swimming |
| P.E. 122 Badminton | P.E. 158 Advanced Swimming |

*Note: All P.E. courses are co-educational except those starred.



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